



## RGS EXECUTIVE COMMITTEE AGENDA

*Agenda materials may be viewed on the Agency's web site or by contacting the Executive Director prior to the meeting.*

### REGULAR MEETING

April 16, 2015

1:45 p.m.

**Larkspur City Hall  
City Council Chambers**  
400 Magnolia Avenue  
Larkspur, CA 94939

#### 1. CALL TO ORDER

#### 2. CHANGES TO THE ORDER OF AGENDA

#### 3. PUBLIC COMMENT

Each speaker is limited to two minutes. If you are addressing the Executive Committee (EC) on a non-agenda item, the EC may briefly respond to statements made or questions posed as allowed by the Brown Act (Government Code Section 54954.2). However, the EC's general policy is to refer items to staff for attention, or have a matter placed on a future EC agenda for a more comprehensive action or report.

#### 4. APPROVAL OF CONSENT AGENDA

Consent agenda items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items unless members of the Executive Committee, staff or public request specific items to be removed for separate action.

- A. Approval of **August 21, 2014** Minutes
- B. Approval of Payments and Deposits made July 2014 through January 2015
- C. Approval of Investments Report through January 2015
- D. Approval of Regularly Scheduled Meetings Calendar
- E. Acceptance of RGS Position Listings
- F. Approval of Management Services Agreements

*Action*

#### 5. TREASURER'S REPORT

- A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through January 2015

*Information*

#### 6. OLD BUSINESS - None

#### 7. NEW BUSINESS

- A. Review Client Report and Outreach

*Discussion*

#### 8. EXECUTIVE DIRECTOR, COMMITTEE, MSA AND MEMBER REPORTS

- A. Executive Director: Study Session topics – LGS/PERS status update; future RGS 'conference/Study Session'; other topic requests for this study session.
- B. MSA: Report from MIC Board meeting 3/12/15
- C. Finance Committee:
- D. Members: Status of BES training

*Information*

*Information*

*Information*

*Information*

#### 9. ADJOURN

**The next Meeting will take place June 25-26, 2015 at 12:00 p.m. at Bodega Bay Lodge.**

#### Americans with Disabilities Act

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Richard Averett at (650) 587-7301. Notification in advance of the meeting will enable Agency to make reasonable arrangements to ensure accessibility.

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**REGIONAL GOVERNMENT SERVICES AUTHORITY  
EXECUTIVE COMMITTEE MINUTES  
AUGUST 21, 2014**

The Regional Government Services Authority held a regular meeting of the Executive Committee on August 21, 2014 at the Dublin Civic Center. The meeting was called to order at 3:28 p.m.

**1. CALL TO ORDER**

Members Present: Steve Rogers, Chair  
Deirdre Dolan, Alternate Member  
Chris Foss, Member  
Mike Garvey, Member  
Herb Pike, Member  
Dan Schwarz, Member  
Members Absent: Ken Nordhoff, Vice-Chair  
Other Attendees: Richard Averett, Executive Director  
Jennifer Bower, Director of Human Resources

**A. Election of Officers**

**Action:** Nomination of Nordhoff as Chair. Moved and seconded (Pike/Foss) to elect Nordhoff as Chair.

**AYES:** Rogers, Dolan, Foss, Garvey, Pike, Schwarz

**NOES:** None

**ABSTAIN:** None

**Action:** Nomination of Schwarz as Vice-Chair. Moved and seconded (Pike/Foss) to elect Schwarz as Vice-Chair.

**AYES:** Rogers, Dolan, Foss, Garvey, Pike, Schwarz

**NOES:** None

**ABSTAIN:** None

**2. CHANGES TO THE ORDER OF AGENDA AND PUBLIC COMMENT - None**

**3. APPROVAL OF CONSENT AGENDA**

- A. Approval of **May 15, 2014** Minutes
- B. Approval of Payments and Deposits made April 2014 through June 2014
- C. Approval of Investments Report through June 2014
- D. Approval of Regularly Scheduled Meetings Calendar
- E. Acceptance of RGS Position Listings
- F. Approval of Management Services Agreement with the Cities of Atascadero, Healdsburg, Vacaville and Windsor and the Novato Sanitary District and the Sonoma Central Fire Authority  
**Action:** Moved and seconded (Garvey/Foss) to approve consent agenda with the May 15 minutes noting the closed session recess and resumption being "p.m." rather than "a.m."  
**AYES:** Rogers, Dolan, Foss, Garvey, Pike, Schwarz  
**NOES:** None  
**ABSTAIN:** None

**4. TREASURER'S REPORT**

- A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through June 2014  
The Executive Director reviewed the agency's financial reports through June. The net position decreased \$20,037 after an additional contribution to MSA for claims reserve. This is an information item and no action was taken.

**5. OLD BUSINESS - None**

**6. NEW BUSINESS**

A. Review Client Report and Outreach

**Discussion:** The Executive Director noted upcoming conference attendance by staff at the League, MMANC and MISAC; working with potential clients in the Bay Area, Sacramento and Southern California.

**7. EXECUTIVE DIRECTOR, COMMITTEE, MSA AND MEMBER REPORTS**

A. Executive Director: Client meetings with LARPD and MTC; possibly working with the non-profit IEC; and follow-up on June study session objectives. There was discussion about a governance model that will be presented at a later date as RGS grows around the state.

B. MSA: The Executive Director reported on the newly formed MIC pool's first meeting in Pasadena.

C. Finance Committee: None.

D. Members: None.

**8. ADJOURNMENT** – The meeting adjourned at 3:55 p.m. The next regular meeting is scheduled for October 23, 2014 at 12:00 p.m. in Larkspur.



**TO:** EXECUTIVE COMMITTEE **EC Meeting: 04-16-2015**  
**FROM:** Richard Averett, Chief Financial Officer **Item: 4B**  
**SUBJECT: PAYMENTS AND DEPOSITS – JULY 2014 THROUGH JANUARY 2015**

**RECOMMENDATION**

Review and approve expenditures made by the JPA for the period(s) indicated.

**BACKGROUND**

The Executive Committee reviews and approves expenditures made by the JPA on a quarterly basis. This approval process is a component of JPA internal controls. Deposit history is also included in the list.

The following procedures are being implemented to maintain effective internal controls.

1. Invoices are received by staff.
2. JPA staff review invoices for accuracy and assignment to correct general ledger accounts.
3. The Executive Director or designee reviews, prints and signs/authorizes checks. All payments, including electronic payments, are reviewed by the Executive Director in a weekly disbursement reports submitted by the Finance Department. This report contains all disbursements from the previous week. Information provided includes: date of transaction, amount, vendor or recipient, method of payment, identity of first and second staff approvers, check or journal number.
4. All payments are brought to the next regular meeting of Executive Committee (or Board of Directors) meeting for review and approval.

**FISCAL IMPACT**

The net impact of all payments and deposits made this period maintains a minimal bank cash balance consistent with meeting funding obligations, while maximizing interest earnings in the Rabobank, and in Local Agency Investment Fund (LAIF) and CalTrust medium term and short term investment pools. Staff seeks to minimize bank charges at all times.

The fiscal impact of approving the attached list of expenditures is included in the approved FY2015 budget or in subsequently approved action by the Board/Executive Committee.

**Regional Government Services  
Transaction Detail by Account  
July 2014 - January 2015**

	Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
110010 Wells Fargo - Cash	07/01/2014	Deposit		MTC		474.00	474.00
	07/01/2014	Payment	131037	City of Oakdale		2,318.75	2,792.75
	07/01/2014	Payment	45220	Hughson		2,606.37	5,399.12
	07/01/2014	Payment	31895	VCTC2		3,320.00	8,719.12
	07/01/2014	Payment	63363	Larkspur		3,837.25	12,556.37
	07/01/2014	Payment	7003001310	MERA		4,131.25	16,687.62
	07/01/2014	Payment	508851	City of San Ramon		4,925.00	21,612.62
	07/01/2014	Payment	71862	City of Marina		7,824.00	29,436.62
	07/01/2014	Payment	43255	Livermore AR&PD		8,059.28	37,495.90
	07/01/2014	Payment	48921	City of Rocklin		8,342.68	45,838.58
	07/01/2014	Payment	15738	Menlo Park US&R		12,296.88	58,135.46
	07/01/2014	Payment	121207	Oroville		16,454.72	74,590.18
	07/01/2014	Payment	65353	Cotati		18,563.06	93,153.24
	07/01/2014	Payment	26709	Pacifica		24,402.52	117,555.76
	07/01/2014	Payment	42519	Yountville		26,316.09	143,871.85
	07/01/2014	Deposit		MTC		88,019.82	231,891.67
	07/02/2014	Journal Entry	280		6/30/4 Flex contribution. Ref # (not given)	-2,035.01	229,856.66
	07/02/2014	Payment	2000568812	LGS - TAM	Deposit actually \$141,900 b/c it paid LGS Inv #2125	1,900.00	231,756.66
	07/02/2014	Deposit		TAM	ACH amnt actually \$141,900 b/c it included RGS Inv 4206	140,000.00	371,756.66
	07/03/2014	Payment	2000569181	MGSA		14,630.23	386,386.89
	07/07/2014	Journal Entry	277		6/30/14 net pay	-174,392.64	211,994.25
	07/07/2014	Check	ZBA	LGS	ZBA transfer	-88,329.82	123,664.43
	07/08/2014	Journal Entry	278		6/30/14 payroll taxes and fees	-59,491.50	64,172.93
	07/08/2014	Check	ZBA	LGS	ZBA transfer	-29,473.31	34,699.62
	07/08/2014	Deposit		Susanna Zuniga-McGuire		406.66	35,106.28
	07/08/2014	Deposit		Admin - JPAs		990.95	36,097.23
	07/08/2014	Payment	63555	Central Marin Police Auth		1,616.01	37,713.24
	07/08/2014	Payment	40406	City of Winters		2,835.00	40,548.24
	07/08/2014	Payment	304186	San Rafael		9,096.00	49,644.24
	07/08/2014	Payment	139821	Sausalito		15,600.38	65,244.62
	07/08/2014	Payment	2264917	County of San Mateo		16,575.00	81,819.62
	07/10/2014	Check	ZBA	LGS	ZBA transfer	-560.50	81,259.12
	07/11/2014	Journal Entry	283		UTC 401A payment	-24,953.28	56,305.84
	07/11/2014	Journal Entry	283		UTC 457 payment	-10,071.99	46,233.85
	07/11/2014	Check	ZBA	LGS	ZBA transfer	-6,399.10	39,834.75
	07/11/2014	Check	SVCCHRG		Service Charge	-231.96	39,602.79
	07/11/2014	Deposit		SBWMA		14,500.00	54,102.79
	07/14/2014	Payment	3007872	Ukiah		1,644.84	55,747.63
	07/14/2014	Payment	68491	Monterey Regional Waste Management District		1,824.00	57,571.63
	07/14/2014	Payment	1284	Lynn Colliau COBRA		2,055.10	59,626.73
	07/14/2014	Payment	37601	Half Moon Bay		2,059.06	61,685.79
	07/14/2014	Payment	48796	Portola Valley		7,635.46	69,321.25
	07/14/2014	Payment	2000570092	MGSA		14,630.23	83,951.48
	07/16/2014	Journal Entry	284		FSA admin fee	-95.00	83,856.48
	07/16/2014	Payment	2000571351	Marin County		10,759.68	94,616.16
	07/17/2014	Bill Payment (Check)	3451	Liebert Cassidy Whitmore		-4,194.50	90,421.66
	07/17/2014	Bill Payment (Check)	3457	Meyers Nave		-1,667.77	88,753.89
	07/17/2014	Bill Payment (Check)	3454	Employment Research Services		-1,359.00	87,394.89
	07/17/2014	Bill Payment (Check)	3456	Christine J Sliz		-1,250.00	86,144.89
	07/17/2014	Bill Payment (Check)	3453	CALAFCO		-905.00	85,239.89
	07/17/2014	Bill Payment (Check)	3452	Lynn Colliau		-647.75	84,592.14
	07/17/2014	Bill Payment (Check)	3455	Michael Garvey		-119.23	84,472.91
	07/18/2014	Check	ZBA	LGS	ZBA transfer	-19,172.67	65,300.24
	07/21/2014	Journal Entry	285		7/15/14 net pay	-162,792.52	-97,492.28
	07/21/2014	Check	ZBA	LGS	ZBA transfer	-88,499.67	-185,991.95

**Regional Government Services**  
**Transaction Detail by Account**  
**July 2014 - January 2015**

Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
07/21/2014	Payment	25173	Town of Ross		145.25	-185,846.70
07/21/2014	Deposit		MTC		300.00	-185,546.70
07/21/2014	Payment	63584	Central Marin Police Auth		1,126.31	-184,420.39
07/21/2014	Payment	7003001339	MERA		2,052.00	-182,368.39
07/21/2014	Payment	318816	Walnut Creek		6,420.00	-175,948.39
07/21/2014	Payment	7003001332	MERA		7,500.00	-168,448.39
07/21/2014	Payment	49083	City of Rocklin		7,747.96	-160,700.43
07/21/2014	Payment	7003001338	MERA		7,970.82	-152,729.61
07/21/2014	Payment	37632	Half Moon Bay		8,064.00	-144,665.61
07/21/2014	Payment	224223	Benicia		9,796.25	-134,869.36
07/21/2014	Payment	139950	Sausalito		15,600.38	-119,268.98
07/21/2014	Deposit		SVCW		18,157.58	-101,111.40
07/21/2014	Transfer				230,000.00	128,888.60
07/22/2014	Bill Payment (Check)	3458	Keenan & Associates (MIC)		-116,747.00	12,141.60
07/22/2014	Journal Entry	286		7/15/14 payroll taxes and fees	-57,000.36	-44,858.76
07/22/2014	Check	ZBA	LGS	ZBA transfer	-28,015.44	-72,874.20
07/23/2014	Payment	2000572946	LGS - TAM	ACH actually for \$17262.33 which also paid LGS Inv #2141	4,175.00	-68,699.20
07/23/2014	Deposit		TAM	ACH actually for \$17262.33 which also paid RGS Inv #4262. This deposit recorded through 'receive payments' process	13,087.33	-55,611.87
07/25/2014	Journal Entry	326		July Premium	-3,260.24	-58,872.11
07/25/2014	Check	ZBA	LGS	ZBA transfer	-560.50	-59,432.61
07/25/2014	Payment		MGSA		482.87	-58,949.74
07/28/2014	Journal Entry	310		UTC 401A payment PPE 7/15/2014	-23,435.66	-82,385.40
07/28/2014	Journal Entry	310		UTC 457 payment PPE 7/15/2014	-7,430.66	-89,816.06
07/28/2014	Check	ZBA	LGS	ZBA transfer	-6,283.22	-96,099.28
07/28/2014	Deposit		TAM		140,600.00	44,500.72
08/01/2014	Transfer				-115,000.00	-70,499.28
08/06/2014	Journal Entry	391		Check #056 August 2014 Payroll	-1,461.21	-71,960.49
08/06/2014	Payment	1900621653	MGSA		14,630.23	-57,330.26
08/07/2014	Journal Entry	317		Kaki Cheung retro Flex contribution	-625.03	-57,955.29
08/08/2014	Check	Wire	Regional Government Services		10,000.00	-47,955.29
08/08/2014	Deposit		SBWMA		16,428.07	-31,527.22
08/11/2014	Check	SVCCHRG		Service Charge	-205.20	-31,732.42
08/11/2014	Journal Entry	379		Transfer Cash for Svc Chg	-153.36	-31,885.78
08/13/2014	Check	3459	Regional Government Services	To reduce Wells balance preparing to close account.	-55,000.00	-86,885.78
08/22/2014	Journal Entry	369		Aug 2014 FSA Admin fee	-95.00	-86,980.78
08/25/2014	Journal Entry	350		CIGNA premium 2014-08	-2,825.13	-89,805.91
09/11/2014	Check	ZBA	LGS		-150.30	-89,956.21
09/11/2014	Check	SVCCHRG		Service Charge	-109.40	-90,065.61
09/24/2014	Journal Entry	393		CIGNA premium 2014-09	-3,133.40	-93,199.01
09/26/2014	Check	3460	Regional Government Services		-2,454.80	-95,653.81
09/30/2014	Journal Entry	421		HSA Admin Fee Sept 2014	-95.00	-95,748.81
<b>Total for 110010 Wells Fargo - Cash</b>					<b>-95,748.81</b>	
<b>110060 Rabobank Checking Account</b>						
07/09/2014	Check	SVCCHRG		Service Charge	-154.91	-154.91
07/24/2014	Payment	2300	Institute for Local Government		281.30	126.39
07/24/2014	Payment	2984	Jennifer Bower (vendor)		621.16	747.55
07/24/2014	Payment	233766	South San Francisco		740.00	1,487.55
07/24/2014	Payment	149592	San Bruno		7,822.50	9,310.05
07/24/2014	Payment		Pacific Grove		12,183.00	21,493.05
07/24/2014	Payment	70298	MTC		73,891.56	95,384.61
07/24/2014	Payment	70299	MTC		94,451.10	189,835.71
07/25/2014	Bill Payment (Check)	5003	Kaiser Foundation Health Plan		-30,415.58	159,420.13
07/25/2014	Bill Payment (Check)	5001	UnitedHealthcare of California		-27,439.15	131,980.98
07/25/2014	Bill Payment (Check)	5004	Cigna Group Insurance		-10,154.10	121,826.88
07/25/2014	Bill Payment (Check)	5002	Superior Vision Srvs Inc, NGLIC		-590.17	121,236.71

**Regional Government Services  
Transaction Detail by Account  
July 2014 - January 2015**

Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
07/25/2014	Bill Payment (Check)	5000	Managed Health Network		-271.50	120,965.21
07/25/2014	Deposit		MTC		84,433.39	205,398.60
07/28/2014	Payment	18738	City of Avalon		711.96	206,110.56
07/28/2014	Payment	40641	City of Winters		1,995.00	208,105.56
07/28/2014	Payment	1017	Bell Canyon		2,525.00	210,630.56
07/28/2014	Payment	509373	City of San Ramon		4,200.00	214,830.56
07/28/2014	Payment	13221	City of Oakdale		4,405.63	219,236.19
07/28/2014	Payment	25995	Nevada City		5,069.64	224,305.83
07/28/2014	Payment	67334	Artesia		6,070.50	230,376.33
07/28/2014	Payment	60051	City of Dixon		7,508.60	237,884.93
07/28/2014	Payment	48837	Portola Valley		7,724.33	245,609.26
07/28/2014	Payment	63639	Larkspur		8,911.40	254,520.66
07/28/2014	Payment	114302	City of Albany		12,452.00	266,972.66
07/28/2014	Payment	8490049	C - IV		13,124.00	280,096.66
07/28/2014	Payment	121408	Oroville		13,316.00	293,412.66
07/28/2014	Payment	51429	Ross Valley Sanitation District		13,696.50	307,109.16
07/28/2014	Payment	58914	Cambria Community Services Authority		15,120.00	322,229.16
07/28/2014	Payment	65486	Cotati		18,277.50	340,506.66
07/28/2014	Payment	304599	San Rafael		23,878.58	364,385.24
07/28/2014	Payment	8490048	C - IV		24,115.99	388,501.23
07/28/2014	Payment	42691	Yountville		35,546.57	424,047.80
07/29/2014	Journal Entry	323		To Transfer Cash to LGS Rabobank Checking	-20,639.42	403,408.38
07/29/2014	Deposit		City of Avalon		14,365.00	417,773.38
07/29/2014	Deposit		MTC		150,000.00	567,773.38
07/31/2014	Transfer				-525,000.00	42,773.38
07/31/2014	Payment	25852	Dublin		5,520.00	48,293.38
07/31/2014	Payment	43577	Livermore AR&PD		8,205.05	56,498.43
07/31/2014	Payment	88857	St Helena		35,456.35	91,954.78
08/01/2014	Payment	18982	Calistoga		23.75	91,978.53
08/01/2014	Payment	45339	Hughson		1,347.11	93,325.64
08/01/2014	Payment	31975	VCTC2		3,320.00	96,645.64
08/04/2014	Payment	2311	Institute for Local Government		776.00	97,421.64
08/04/2014	Payment	37695	Half Moon Bay		1,643.43	99,065.07
08/04/2014	Payment	1101880738	Sacramento Area Council of Governments		2,808.75	101,873.82
08/04/2014	Payment	57208	Novato Sanitary District		8,855.00	110,728.82
08/04/2014	Payment	72160	City of Marina		10,320.00	121,048.82
08/04/2014	Payment	70576	City of Burlingame		11,760.00	132,808.82
08/05/2014	Transfer				145,000.00	277,808.82
08/06/2014	Journal Entry	314		7/31/14 net pay	-173,076.68	104,732.14
08/06/2014	Check	ZBA	LGS	ZBA transfer	-102,565.12	2,167.02
08/06/2014	Transfer			Transfer from Money Market to Checking 8/6/14 - Counter check prepared by bank	140,000.00	142,167.02
08/07/2014	Journal Entry	315		7/31/14 payroll taxes and fees	-61,027.23	81,139.79
08/07/2014	Check	ZBA	LGS	ZBA transfer	-36,522.54	44,617.25
08/08/2014	Check	Wire	Regional Government Services	To fund UTC payment	-10,000.00	34,617.25
08/11/2014	Bill Payment (Check)	5005	US Bank		-39,059.17	-4,441.92
08/11/2014	Journal Entry	316		UTC 401A payment PPE 7/31/2014	-24,417.36	-28,859.28
08/11/2014	Journal Entry	316		UTC 457 payment PPE 7/31/2014	-9,052.85	-37,912.13
08/11/2014	Bill Payment (Check)	5006	Employment Research Services		-1,170.00	-39,082.13
08/11/2014	Check	ZBA	LGS	ZBA transfer	-560.50	-39,642.63
08/11/2014	Bill Payment (Check)	5007	Liebert Cassidy Whitmore		-110.00	-39,752.63
08/11/2014	Payment	63827	Larkspur		300.00	-39,452.63
08/11/2014	Deposit				762.66	-38,689.97
08/11/2014	Payment	70725	MTC		1,075.80	-37,614.17
08/11/2014	Payment	16056	Menlo Park US&R		13,426.25	-24,187.92
08/11/2014	Payment	27138	Pacifica		34,435.48	10,247.56
08/12/2014	Check	ZBA	LGS	ZBA transfer	-6,938.62	3,308.94

**Regional Government Services  
Transaction Detail by Account  
July 2014 - January 2015**

Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
08/12/2014	Check	SVCCHRG		Service Charge	-157.63	3,151.31
08/13/2014	Check	3459	Regional Government Services		55,000.00	58,151.31
08/14/2014	Payment	26030	Dublin		675.00	58,826.31
08/14/2014	Payment		Marin County		12,552.96	71,379.27
08/19/2014	Check	ZBA	LGS	ZBA transfer	-22,048.04	49,331.23
08/19/2014	Deposit		MTC		390.49	49,721.72
08/19/2014	Deposit		Vision Service Plan		875.70	50,597.42
08/19/2014	Payment	35836	Town of Danville		2,025.00	52,622.42
08/19/2014	Payment	40267	Colma		2,250.00	54,872.42
08/19/2014	Payment	26144	Dublin		4,608.00	59,480.42
08/19/2014	Payment	60192	City of Dixon		7,747.51	67,227.93
08/19/2014	Payment	67487	Artesia		9,719.00	76,946.93
08/19/2014	Payment	37745	Half Moon Bay		12,960.00	89,906.93
08/19/2014	Payment	59077	Cambria Community Services Authority		17,280.00	107,186.93
08/19/2014	Payment	140177	Sausalito		23,796.83	130,983.76
08/20/2014	Transfer				130,000.00	260,983.76
08/21/2014	Journal Entry	324		8/15/14 net pay	-155,244.73	105,739.03
08/21/2014	Check	ZBA	LGS	ZBA transfer	-78,453.98	27,285.05
08/21/2014	Transfer				90,000.00	117,285.05
08/22/2014	Journal Entry	325		8/15/14 payroll taxes and fees	-50,376.37	66,908.68
08/22/2014	Check	ZBA	LGS	ZBA transfer	-27,494.87	39,413.81
08/22/2014	Payment	25270	Town of Ross		20.75	39,434.56
08/22/2014	Payment	18850	City of Avalon		734.72	40,169.28
08/22/2014	Payment	133	Sonoma County Employees' Retirement Association		7,698.25	47,867.53
08/22/2014	Payment	65619	Cotati		18,199.50	66,067.03
08/22/2014	Payment	42865	Yountville		41,574.94	107,641.97
08/25/2014	Bill Payment (Check)	5011	US Bank		-12,453.82	95,188.15
08/25/2014	Bill Payment (Check)	5009	City of San Rafael		-1,012.94	94,175.21
08/25/2014	Bill Payment (Check)	5008	Graciela Navarro		-852.00	93,323.21
08/25/2014	Bill Payment (Check)	5010	Meyers Nave		-478.58	92,844.63
08/25/2014	Payment	140243	Sausalito		237.50	93,082.13
08/25/2014	Payment	7003001360	MERA		2,052.00	95,134.13
08/25/2014	Payment	131436	City of Oakdale		4,902.50	100,036.63
08/25/2014	Payment	26099	Nevada City		5,619.36	105,655.99
08/25/2014	Payment	7003001359	MERA		7,500.00	113,155.99
08/25/2014	Payment	121592	Oroville		12,225.00	125,380.99
08/25/2014	Payment	305247	San Rafael		25,140.65	150,521.64
08/26/2014	Payment	2000578978	LGS - TAM		4,000.00	154,521.64
08/27/2014	Transfer				-150,000.00	4,521.64
08/27/2014	Bill Payment (Check)	5012	Alexander Gams		-2,060.00	2,461.64
08/27/2014	Check	ZBA	LGS		-723.12	1,738.52
08/28/2014	Journal Entry	349		UTC 401A payment PPE 8/15/2014	-22,001.65	-20,263.13
08/28/2014	Journal Entry	349		UTC 457 payment PPE 8/15/2014	-8,574.44	-28,837.57
08/28/2014	Check	ZBA	LGS		-4,990.86	-33,828.43
08/28/2014	Deposit		Employment Development Dept		1,761.22	-32,067.21
08/28/2014	Payment	150281	San Bruno		7,297.50	-24,769.71
08/28/2014	Payment	57301	Novato Sanitary District		7,360.00	-17,409.71
08/28/2014	Payment	8512797	C - IV		13,124.00	-4,285.71
08/28/2014	Payment	2276043	County of San Mateo		13,837.50	9,551.79
08/28/2014	Payment	8512796	C - IV		30,089.00	39,640.79
08/28/2014	Transfer				60,000.00	99,640.79
08/28/2014	Deposit		MTC		131,154.00	230,794.79
08/29/2014	Transfer				-205,000.00	25,794.79
09/02/2014	Deposit		Susanna Zuniga-McGuire		203.00	25,997.79
09/02/2014	Deposit		Admin - JPAs		509.42	26,507.21
09/02/2014	Deposit		San Rafael		1,350.00	27,857.21



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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
09/02/2014	Deposit				89,012.59	116,869.80
09/04/2014	Check	ZBA	LGS		-18,716.51	98,153.29
09/04/2014	Deposit		MGSA		14,630.23	112,783.52
09/05/2014	Journal Entry	365		8/31/14 net pay	-150,524.97	-37,741.45
09/05/2014	Check	ZBA	LGS		-75,701.72	-113,443.17
09/05/2014	Transfer				230,000.00	116,556.83
09/08/2014	Journal Entry	366		8/31/14 payroll taxes and fees	-49,740.69	66,816.14
09/08/2014	Check	ZBA	LGS		-26,160.38	40,655.76
09/08/2014	Deposit		Flex-Plan Services Inc		1,618.80	42,274.56
09/08/2014	Deposit				35,483.37	77,757.93
09/09/2014	Check	SVCCHRG		Service Charge	-190.57	77,567.36
09/10/2014	Bill Payment (Check)	5022	Kaiser Foundation Health Plan		-20,744.26	56,823.10
09/10/2014	Bill Payment (Check)	5019	UnitedHealthcare of California		-9,601.36	47,221.74
09/10/2014	Bill Payment (Check)	5020	Keenan & Associates		-9,500.00	37,721.74
09/10/2014	Bill Payment (Check)	5015	CHLIC-Chicago	3337479	-5,462.64	32,259.10
09/10/2014	Bill Payment (Check)	5021	Meyers Nave		-2,171.34	30,087.76
09/10/2014	Bill Payment (Check)	5013	Employment Research Services		-1,143.00	28,944.76
09/10/2014	Bill Payment (Check)	5018	Superior Vision Srvs Inc, NGLIC		-764.11	28,180.65
09/10/2014	Bill Payment (Check)	5017	Managed Health Network		-271.50	27,909.15
09/10/2014	Bill Payment (Check)	5014	Terry Roemer		-135.00	27,774.15
09/10/2014	Bill Payment (Check)	5016	Michael Garvey		-42.97	27,731.18
09/11/2014	Payment	2000581588	LGS - TAM		1,300.00	29,031.18
09/12/2014	Journal Entry	368		UTC 401A payment PPE 8/31/2014	-20,980.60	8,050.58
09/12/2014	Check	ZBA	LGS		-8,260.00	-209.42
09/12/2014	Journal Entry	368		UTC 457 payment PPE 8/31/2014	-6,086.25	-6,295.67
09/12/2014	Payment	40421	Colma		937.50	-5,358.17
09/12/2014	Payment	64242	Central Marin Police Auth		1,110.57	-4,247.60
09/12/2014	Payment	2000581951	Marin County		9,863.04	5,615.44
09/12/2014	Deposit		SBWMA		17,123.90	22,739.34
09/12/2014	Payment	27377	Pacifica		30,402.86	53,142.20
09/15/2014	Payment	2000582586	MGSA		345.57	53,487.77
09/15/2014	Payment	2000582566	LGS - TAM		3,550.00	57,037.77
09/16/2014	Check	ZBA	LGS		-723.12	56,314.65
09/18/2014	Payment	25356	Town of Ross		510.50	56,825.15
09/18/2014	Payment	19061	City of Avalon		1,572.86	58,398.01
09/18/2014	Payment	32127	VCTC2		2,982.00	61,380.01
09/18/2014	Payment	60365	City of Dixon		6,723.61	68,103.62
09/18/2014	Payment	1101899318	Sacramento Area Council of Governments		6,774.25	74,877.87
09/18/2014	Deposit		MERA		9,552.00	84,429.87
09/18/2014	Deposit		City of Avalon		15,801.50	100,231.37
09/18/2014	Payment	43042	Yountville		29,049.88	129,281.25
09/18/2014	Transfer				80,000.00	209,281.25
09/19/2014	Journal Entry	377		9/15/14 net pay	-168,931.91	40,349.34
09/19/2014	Check	ZBA	LGS		-76,351.93	-36,002.59
09/19/2014	Transfer				100,000.00	63,997.41
09/22/2014	Journal Entry	378		9/15/14 payroll taxes and fees	-53,350.23	10,647.18
09/22/2014	Check	ZBA	LGS		-26,916.05	-16,268.87
09/22/2014	Transfer				20,000.00	3,731.13
09/23/2014	Transfer				-180,000.00	-176,268.87
09/23/2014	Payment	140456	Sausalito		498.75	-175,770.12
09/23/2014	Payment	1034	Bell Canyon		667.50	-175,102.62
09/23/2014	Deposit		City of Avalon		745.00	-174,357.62
09/23/2014	Payment	40460	Colma		1,625.00	-172,732.62
09/23/2014	Payment	131644	City of Oakdale		3,246.25	-169,486.37
09/23/2014	Payment	510217	City of San Ramon		5,600.00	-163,886.37
09/23/2014	Payment	44082	Livermore AR&PD		7,267.93	-156,618.44

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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
09/23/2014	Payment	64309	Larkspur		7,552.10	-149,066.34
09/23/2014	Payment	16344	Menlo Park US&R		13,218.88	-135,847.46
09/23/2014	Payment	67646	Artesia		14,141.00	-121,706.46
09/23/2014	Payment	59260	Cambria Community Services Authority		14,355.00	-107,351.46
09/23/2014	Payment	121768	Oroville		14,575.58	-92,775.88
09/23/2014	Deposit		Sausalito		18,332.53	-74,443.35
09/23/2014	Payment	51949	Ross Valley Sanitation District		20,217.50	-54,225.85
09/23/2014	Deposit		TAM		280,000.00	225,774.15
09/24/2014	Transfer				-100,000.00	125,774.15
09/24/2014	Check	ZBA	LGS		-18,734.02	107,040.13
09/25/2014	Journal Entry	392		9/15/14 UTC 401A payment PPE	-23,680.16	83,359.97
09/25/2014	Bill Payment (Check)	5023	US Bank		-14,061.25	69,298.72
09/25/2014	Check	ZBA	LGS		-8,282.16	61,016.56
09/25/2014	Journal Entry	392		9/15/14 UTC 457 payment PPE	-8,070.45	52,946.11
09/25/2014	Bill Payment (Check)	5028	Bartel Associates		-3,100.00	49,846.11
09/25/2014	Bill Payment (Check)	5024	City of Dublin		-2,036.02	47,810.09
09/25/2014	Bill Payment (Check)	5025	Kara A. Oberg		-298.10	47,511.99
09/25/2014	Bill Payment (Check)	5027	Employment Research Services		-216.00	47,295.99
09/25/2014	Bill Payment (Check)	5026	Carlos Hernandez		-166.20	47,129.79
09/25/2014	Payment	41008	City of Winters		1,330.00	48,459.79
09/25/2014	Payment	45557	Hughson		1,376.40	49,836.19
09/25/2014	Payment	150851	San Bruno		5,670.00	55,506.19
09/25/2014	Payment	57394	Novato Sanitary District		7,590.00	63,096.19
09/25/2014	Payment	235299	South San Francisco		8,727.27	71,823.46
09/25/2014	Payment	8526968	C - IV		13,124.00	84,947.46
09/25/2014	Payment	8526967	C - IV		30,089.00	115,036.46
09/26/2014	Transfer				-90,000.00	25,036.46
09/26/2014	Bill Payment (Check)	5029	CAOAC		-2,000.00	23,036.46
09/26/2014	Check	3460	Regional Government Services	To close Wells account	2,454.80	25,491.26
09/29/2014	Payment	19455	Calistoga		38.00	25,529.26
09/29/2014	Payment	1101907213	Sacramento Area Council of Governments		500.00	26,029.26
09/29/2014	Payment	26598	Dublin		2,400.00	28,429.26
09/29/2014	Payment	7003001390	MERA		3,431.30	31,860.56
09/29/2014	Payment	510324	City of San Ramon		5,300.00	37,160.56
09/29/2014	Payment	140532	Sausalito		13,340.87	50,501.43
09/29/2014	Payment	71566	MTC		27,059.88	77,561.31
09/29/2014	Deposit		MTC		150,000.00	227,561.31
09/30/2014	Transfer				-290,000.00	-62,438.69
09/30/2014	Deposit		TAM		100,000.00	37,561.31
10/02/2014	Check	ZBA Transfer	LGS		-18,814.75	18,746.56
10/03/2014	Payment	1025	Lynn Colliau COBRA		180.71	18,927.27
10/03/2014	Payment	8529312	C - IV		225.00	19,152.27
10/03/2014	Payment	32171	VCTC2		2,089.00	21,241.27
10/03/2014	Payment	320977	Walnut Creek		4,560.00	25,801.27
10/03/2014	Payment	14897	San Mateo County Mosquito and Vector Control Dist.		4,837.55	30,638.82
10/03/2014	Deposit		SBWMA		16,505.09	47,143.91
10/03/2014	Payment	71644	MTC		30,623.83	77,767.74
10/06/2014	Journal Entry	404		9/30/14 net pay	-185,565.21	-107,797.47
10/06/2014	Check	ZBA Transfer	LGS		-83,800.18	-191,597.65
10/06/2014	Payment	26387	Nevada City		61.08	-191,536.57
10/06/2014	Deposit		City of Novato		675.00	-190,861.57
10/06/2014	Payment	19159	City of Avalon		688.80	-190,172.77
10/06/2014	Payment	174714	City of Gilroy		750.00	-189,422.77
10/06/2014	Payment	64454	Central Marin Police Auth		979.40	-188,443.37
10/06/2014	Payment	121867	Oroville		1,086.75	-187,356.62
10/06/2014	Payment	65767	Cotati		10,697.75	-176,658.87

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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
10/06/2014	Deposit		City of Avalon		11,930.00	-164,728.87
10/06/2014	Payment	221762	Rohnert Park		19,730.00	-144,998.87
10/06/2014	Payment	320776	City of Pleasanton		21,000.00	-123,998.87
10/06/2014	Payment	89631	St Helena		21,023.60	-102,975.27
10/06/2014	Transfer				300,000.00	197,024.73
10/07/2014	Journal Entry	405		9/30/14 payroll taxes and fees	-63,404.90	133,619.83
10/07/2014	Check	ZBA Transfer	LGS		-29,687.38	103,932.45
10/07/2014	Payment	2000586322	MGSA		526.42	104,458.87
10/07/2014	Deposit		MGSA		14,630.23	119,089.10
10/09/2014	Check	SVCCHRG		Service Charge	-214.67	118,874.43
10/10/2014	Bill Payment (Check)	5038	Kaiser Foundation Health Plan		-27,331.97	91,542.46
10/10/2014	Journal Entry	422		9/30/14 UTC 401A payment PPE	-26,066.24	65,476.22
10/10/2014	Check	Wire	MidAmerica Administrative and Retirement Solutions	HRA Q3 funding for active employees	-15,250.00	50,226.22
10/10/2014	Bill Payment (Check)	5035	UnitedHealthcare of California		-14,834.87	35,391.35
10/10/2014	Journal Entry	422		9/30/14 UTC 457 payment PPE	-9,222.25	26,169.10
10/10/2014	Bill Payment (Check)	5030	James Marta & Company		-8,500.00	17,669.10
10/10/2014	Check	ZBA Transfer	LGS		-7,982.46	9,686.64
10/10/2014	Bill Payment (Check)	5032	CHLIC-Chicago	3337479	-4,244.21	5,442.43
10/10/2014	Bill Payment (Check)	5036	Alexander Gams		-1,670.00	3,772.43
10/10/2014	Bill Payment (Check)	5037	Employment Research Services		-643.00	3,129.43
10/10/2014	Bill Payment (Check)	5034	Terry Roemer		-621.00	2,508.43
10/10/2014	Bill Payment (Check)	5031	Superior Vision Srvs Inc, NGLIC		-569.87	1,938.56
10/10/2014	Bill Payment (Check)	5033	Managed Health Network		-271.50	1,667.06
10/10/2014	Payment	486704	Vacaville		6,480.00	8,147.06
10/10/2014	Payment	143039	Atascadero		16,103.63	24,250.69
10/10/2014	Payment	306022	San Rafael		21,356.16	45,606.85
10/14/2014	Check	ZBA Transfer	LGS		-723.12	44,883.73
10/14/2014	Payment	37971	Half Moon Bay		12,845.89	57,729.62
10/14/2014	Deposit		SVCW		17,368.12	75,097.74
10/15/2014	Transfer				-50,000.00	25,097.74
10/16/2014	Journal Entry	444		Oct 2014 Flex Plan Admin Fee	-95.00	25,002.74
10/17/2014	Deposit		SBWMA		2,005.09	27,007.83
10/20/2014	Payment	71924	MTC		506.52	27,514.35
10/20/2014	Payment	68134	Windsor		1,175.00	28,689.35
10/20/2014	Payment	45619	Hughson		1,874.24	30,563.59
10/20/2014	Payment	131926	City of Oakdale		3,378.75	33,942.34
10/20/2014	Payment	2287808	County of San Mateo		3,750.00	37,692.34
10/20/2014	Payment	1101916081	Sacramento Area Council of Governments		4,751.25	42,443.59
10/20/2014	Payment	60586	City of Dixon		5,153.63	47,597.22
10/20/2014	Payment	321664	Walnut Creek		5,700.00	53,297.22
10/20/2014	Payment	1101916869	Sacramento Metropolitan Fire District		7,457.50	60,754.72
10/20/2014	Payment	321081	City of Pleasanton		11,962.50	72,717.22
10/20/2014	Deposit		MERA		12,860.00	85,577.22
10/20/2014	Payment	7003001403 & 1405	MERA		13,232.00	98,809.22
10/20/2014	Payment	16457	Menlo Park US&R		14,289.38	113,098.60
10/20/2014	Payment	67791	Artesia		15,803.00	128,901.60
10/20/2014	Payment	59438	Cambria Community Services Authority		15,952.50	144,854.10
10/20/2014	Deposit		Sausalito		18,332.53	163,186.63
10/20/2014	Payment	43203	Yountville		27,432.54	190,619.17
10/21/2014	Journal Entry	435		10/15/14 net pay	-165,830.81	24,788.36
10/21/2014	Check	ZBA Transfer	LGS		-78,680.23	-53,891.87
10/21/2014	Transfer				160,000.00	106,108.13
10/22/2014	Journal Entry	434		10/15/14 payroll taxes and fees	-54,355.13	51,753.00
10/22/2014	Check	ZBA Transfer	LGS		-28,068.36	23,684.64
10/24/2014	Check	ZBA Transfer	LGS		-19,466.94	4,217.70
10/24/2014	Bill Payment (Check)	5040	US Bank		-12,341.46	-8,123.76

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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
10/24/2014	Bill Payment (Check)	5046	Meyers Nave		-4,127.00	-12,250.76
10/24/2014	Bill Payment (Check)	5043	County of Santa Clara BAERS		-2,756.00	-15,006.76
10/24/2014	Bill Payment (Check)	5039	Employment Development Dept		-1,870.68	-16,877.44
10/24/2014	Bill Payment (Check)	5042	ICMA		-1,380.00	-18,257.44
10/24/2014	Bill Payment (Check)	5044	City of Walnut Creek		-926.80	-19,184.24
10/24/2014	Bill Payment (Check)	5045	Joy Gipson		-910.00	-20,094.24
10/24/2014	Bill Payment (Check)	5041	Wells Fargo Bank		-237.66	-20,331.90
10/24/2014	Payment	14975	San Mateo County Mosquito and Vector Control Dist.		883.50	-19,448.40
10/24/2014	Payment	41177	City of Winters		1,050.00	-18,398.40
10/24/2014	Payment	151387	San Bruno		7,035.00	-11,363.40
10/24/2014	Payment	122453	Healdsburg		9,106.00	-2,257.40
10/24/2014	Payment	143166	Atascadero		11,250.00	8,992.60
10/24/2014	Payment	2000589604	Marin County		11,357.44	20,350.04
10/24/2014	Deposit		MTC		150,000.00	170,350.04
10/27/2014	Transfer				-90,000.00	80,350.04
10/27/2014	Journal Entry	433		10/15/14 UTC 401A payment PPE	-23,520.78	56,829.26
10/27/2014	Check	ZBA Transfer	LGS		-9,158.01	47,671.25
10/27/2014	Journal Entry	433		10/15/14 UTC 457 payment PPE	-9,135.74	38,535.51
10/27/2014	Payment	40675	Colma		2,750.00	41,285.51
10/27/2014	Payment	7003001410	MERA		4,106.90	45,392.41
10/27/2014	Payment	49109	Portola Valley		6,984.02	52,376.43
10/27/2014	Payment	52205	Ross Valley Sanitation District		13,602.88	65,979.31
10/27/2014	Payment	8542922	C - IV		57,070.72	123,050.03
10/28/2014	Check	ZBA Transfer	LGS		-723.12	122,326.91
10/28/2014	Payment	19636	Calistoga		190.75	122,517.66
10/28/2014	Deposit		Susanna Zuniga-McGuire		406.00	122,923.66
10/28/2014	Payment	510720	City of San Ramon		5,675.00	128,598.66
10/28/2014	Payment	8543370	C - IV		6,850.00	135,448.66
10/28/2014	Payment	50129	City of Rocklin		7,552.34	143,001.00
10/28/2014	Payment	487202	Vacaville		8,460.00	151,461.00
10/28/2014	Payment	44704	Livermore AR&PD		8,892.28	160,353.28
10/28/2014	Payment	38020	Half Moon Bay		11,217.17	171,570.45
10/28/2014	Payment	306335	San Rafael		24,286.50	195,856.95
10/29/2014	Check	ZBA Transfer	LGS		-19,358.78	176,498.17
10/30/2014	Payment	2000590930	MGSA		144.36	176,642.53
10/30/2014	Payment	115364	City of Albany		1,235.00	177,877.53
10/30/2014	Deposit		Employment Development Dept		1,302.09	179,179.62
10/30/2014	Payment	45721	Hughson		2,679.58	181,859.20
10/30/2014	Payment	19297	City of Avalon		4,085.59	185,944.79
10/30/2014	Payment	57515	Novato Sanitary District		7,072.50	193,017.29
10/30/2014	Payment	64659	Larkspur		8,407.81	201,425.10
10/30/2014	Payment	2290026	County of San Mateo		9,075.00	210,500.10
10/30/2014	Deposit		City of Avalon		14,534.00	225,034.10
10/30/2014	Deposit		MGSA		14,630.23	239,664.33
10/30/2014	Deposit		UnitedHealthcare of California		14,834.87	254,499.20
10/30/2014	Transfer				35,000.00	289,499.20
10/31/2014	Transfer				-200,000.00	89,499.20
10/31/2014	Bill Payment (Check)	5047	UnitedHealthcare of California		-14,834.87	74,664.33
10/31/2014	Bill Payment (Check)	5048	Cigna Group Insurance		-3,203.92	71,460.41
11/03/2014	Payment	1048	Bell Canyon		25.00	71,485.41
11/03/2014	Payment	43256	Yountville		339.50	71,824.91
11/03/2014	Payment	1047	Bell Canyon		443.52	72,268.43
11/03/2014	Payment	32267	VCTC2		4,067.00	76,335.43
11/03/2014	Payment	89853	St Helena		11,745.00	88,080.43
11/03/2014	Payment	321409	City of Pleasanton		12,600.00	100,680.43
11/03/2014	Payment	65910	Cotati		14,578.00	115,258.43

**Regional Government Services**  
**Transaction Detail by Account**  
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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
11/03/2014	Payment	122061	Oroville		18,638.40	133,896.83
11/05/2014	Deposit		TAM		100,000.00	233,896.83
11/06/2014	Journal Entry	448		10/31/14 net pay	-187,953.54	45,943.29
11/06/2014	Check	ZBA Transfer	LGS		-88,505.12	-42,561.83
11/06/2014	Transfer				150,000.00	107,438.17
11/07/2014	Journal Entry	447		10/31/14 payroll taxes and fees	-66,026.57	41,411.60
11/07/2014	Check	ZBA Transfer	LGS		-33,536.92	7,874.68
11/07/2014	Payment	2000592352	LGS - TAM		10,134.64	18,009.32
11/10/2014	Bill Payment (Check)	5055	Kaiser Foundation Health Plan		-26,631.15	-8,621.83
11/10/2014	Journal Entry	449		10/31/14 UTC 401A payment PPE	-26,229.90	-34,851.73
11/10/2014	Bill Payment (Check)	5051	UnitedHealthcare of California		-23,883.33	-58,735.06
11/10/2014	Bill Payment (Check)	5054	Employment Development Dept		-12,395.00	-71,130.06
11/10/2014	Journal Entry	449		10/31/14 UTC 457 payment PPE	-9,556.96	-80,687.02
11/10/2014	Bill Payment (Check)	5053	CHLIC-Chicago	3337479	-5,274.58	-85,961.60
11/10/2014	Bill Payment (Check)	5049	Employment Research Services		-1,822.00	-87,783.60
11/10/2014	Bill Payment (Check)	5056	Terry Roemer		-1,620.00	-89,403.60
11/10/2014	Bill Payment (Check)	5050	Superior Vision Srvs Inc, NGLIC		-789.99	-90,193.59
11/10/2014	Bill Payment (Check)	5052	Managed Health Network		-271.50	-90,465.09
11/12/2014	Check	ZBA Transfer	LGS		-7,586.12	-98,051.21
11/12/2014	Check	SVCCHRG		Service Charge	-202.40	-98,253.61
11/12/2014	Deposit				68.91	-98,184.70
11/12/2014	Payment	72113	MTC		519.98	-97,664.72
11/12/2014	Payment	38044	Half Moon Bay		960.00	-96,704.72
11/12/2014	Payment	178464	Santa Cruz		1,075.00	-95,629.72
11/12/2014	Payment	236447	South San Francisco		1,408.00	-94,221.72
11/12/2014	Payment	122661	Healdsburg		3,132.00	-91,089.72
11/12/2014	Payment	26980 & 27076	Dublin		8,288.00	-82,801.72
11/12/2014	Payment	16695	Menlo Park US&R		10,903.75	-71,897.97
11/12/2014	Transfer				120,000.00	48,102.03
11/13/2014	Check	ZBA Transfer	LGS		-723.12	47,378.91
11/14/2014	Deposit		SBWMA		14,500.00	61,878.91
11/17/2014	Payment	60729	City of Dixon		7,747.51	69,626.42
11/17/2014	Payment	140926	Sausalito		12,499.50	82,125.92
11/17/2014	Payment	65969	Cotati		20,671.00	102,796.92
11/17/2014	Payment	43373	Yountville		21,405.65	124,202.57
11/19/2014	Payment	151869	San Bruno		3,622.50	127,825.07
11/19/2014	Payment	122766	Healdsburg		10,556.00	138,381.07
11/20/2014	Journal Entry	460		11/15/14 net pay	-172,723.15	-34,342.08
11/20/2014	Check	ZBA Transfer	LGS		-80,531.01	-114,873.09
11/20/2014	Journal Entry	476			-95.00	-114,968.09
11/20/2014	Transfer				140,000.00	25,031.91
11/21/2014	Journal Entry	461		11/15/14 payroll taxes and fees	-56,740.89	-31,708.98
11/21/2014	Check	ZBA Transfer	LGS		-28,612.65	-60,321.63
11/21/2014	Payment	32304	VCTC2		4,233.00	-56,088.63
11/21/2014	Payment	1101933434	Sacramento Area Council of Governments		4,294.50	-51,794.13
11/21/2014	Payment	143457	Atascadero		12,000.00	-39,794.13
11/21/2014	Transfer				15,000.00	-24,794.13
11/21/2014	Transfer				40,000.00	15,205.87
11/21/2014	Payment	28226	Pacifica		48,246.31	63,452.18
11/24/2014	Deposit		US Bank		238.47	63,690.65
11/24/2014	Payment	66020	Cotati		349.95	64,040.60
11/24/2014	Payment	1453341	CFASC		406.25	64,446.85
11/24/2014	Payment	115695	City of Albany		712.50	65,159.35
11/24/2014	Payment	68476	Windsor		1,033.75	66,193.10
11/24/2014	Payment	40825	Colma		1,250.00	67,443.10
11/24/2014	Payment	42231663	Michael Bush		1,564.00	69,007.10

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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
11/24/2014	Payment	511112	City of San Ramon		3,000.00	72,007.10
11/24/2014	Deposit		Keenan & Associates		4,240.00	76,247.10
11/24/2014	Payment	140981	Sausalito		4,695.25	80,942.35
11/24/2014	Payment	80735	City of Seaside		6,077.50	87,019.85
11/24/2014	Payment	222605	Rohnert Park		7,461.00	94,480.85
11/24/2014	Payment	2295872	County of San Mateo		8,025.00	102,505.85
11/24/2014	Payment	50466	City of Rocklin		9,059.45	111,565.30
11/24/2014	Payment	67992	Artesia		12,630.00	124,195.30
11/24/2014	Payment	90079	St Helena		13,050.00	137,245.30
11/24/2014	Payment	52442	Ross Valley Sanitation District		13,737.50	150,982.80
11/24/2014	Payment	59630	Cambria Community Services Authority		16,245.00	167,227.80
11/24/2014	Deposit				31,192.53	198,420.33
11/24/2014	Payment	8557415	C - IV		50,305.00	248,725.33
11/25/2014	Transfer				-115,000.00	133,725.33
11/25/2014	Bill Payment (Check)	5063	Kaiser Foundation Health Plan		-30,836.07	102,889.26
11/25/2014	Check	ZBA Transfer	LGS		-24,909.22	77,980.04
11/25/2014	Journal Entry	471		11/15/14 UTC 401A payment PPE	-23,636.90	54,343.14
11/25/2014	Bill Payment (Check)	5062	UnitedHealthcare of California		-19,131.07	35,212.07
11/25/2014	Bill Payment (Check)	5057	US Bank		-10,417.44	24,794.63
11/25/2014	Journal Entry	471		11/15/14 UTC 457 payment PPE	-9,624.27	15,170.36
11/25/2014	Bill Payment (Check)	5064	CHLIC-Chicago	3337479	-4,748.67	10,421.69
11/25/2014	Bill Payment (Check)	5058	Meyers Nave		-2,419.74	8,001.95
11/25/2014	Bill Payment (Check)	5059	Reliance Standard		-1,851.00	6,150.95
11/25/2014	Bill Payment (Check)	5060	Employment Research Services		-688.00	5,462.95
11/25/2014	Bill Payment (Check)	5061	Managed Health Network		-271.50	5,191.45
11/26/2014	Journal Entry	472		CIGNA premium 2014-11 net of audit adj	-1,302.40	3,889.05
11/26/2014	Check	ZBA Transfer	LGS		-723.12	3,165.93
11/26/2014	Deposit		Lynn Colliau		15.00	3,180.93
11/26/2014	Payment	15062	San Mateo County Mosquito and Vector Control Dist.		784.35	3,965.28
11/26/2014	Payment	64879	Central Marin Police Auth		1,720.57	5,685.85
11/26/2014	Payment	19447	City of Avalon		2,571.52	8,257.37
11/26/2014	Deposit		SBWMA		2,671.66	10,929.03
11/26/2014	Payment	57627	Novato Sanitary District		6,785.00	17,714.03
11/26/2014	Payment	27197	Dublin		7,763.00	25,477.03
11/26/2014	Payment	44925	Livermore AR&PD		9,953.53	35,430.56
11/26/2014	Payment	38114	Half Moon Bay		9,984.00	45,414.56
11/26/2014	Deposit		City of Avalon		15,210.00	60,624.56
11/26/2014	Payment	306890	San Rafael		19,848.00	80,472.56
11/30/2014	Check	100	Peabody-Park, Laura	PPE 2014-11-30 paycheck	-380.03	80,092.53
11/30/2014	Check	101	Franchise Tax Board	Howard PPE 2014-11-30	-269.99	79,822.54
12/01/2014	Transfer				-80,000.00	-177.46
12/01/2014	Payment	72592	MTC		931.79	754.33
12/01/2014	Payment	7003001437	MERA		2,266.05	3,020.38
12/01/2014	Payment	45823	Hughson		2,357.44	5,377.82
12/01/2014	Payment	132188	City of Oakdale		3,577.50	8,955.32
12/01/2014	Payment	487976	Vacaville		7,537.50	16,492.82
12/01/2014	Payment	64958	Larkspur		7,860.20	24,353.02
12/01/2014	Payment	80807	City of Seaside		10,412.50	34,765.52
12/01/2014	Payment	49208	Portola Valley		11,800.13	46,565.65
12/01/2014	Payment	122232	Oroville		12,460.00	59,025.65
12/01/2014	Payment		MTC		33,941.34	92,966.99
12/01/2014	Payment	28258	Pacifica		78,217.35	171,184.34
12/02/2014	Transfer				-160,000.00	11,184.34
12/02/2014	Payment	2000596883	MGSA		616.91	11,801.25
12/02/2014	Deposit		MGSA		14,630.23	26,431.48
12/03/2014	Check	ZBA Transfer	LGS		-18,699.94	7,731.54

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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
12/03/2014	Payment	2000597202	LGS - TAM		18,620.96	26,352.50
12/04/2014	Journal Entry	474		11/30/14 net pay	-166,627.80	-140,275.30
12/04/2014	Check	ZBA Transfer	LGS		-81,525.39	-221,800.69
12/04/2014	Transfer				300,000.00	78,199.31
12/05/2014	Journal Entry	475		11/30/14 payroll taxes and fees	-54,470.93	23,728.38
12/05/2014	Check	ZBA Transfer	LGS		-28,356.02	-4,627.64
12/05/2014	Transfer				50,000.00	45,372.36
12/08/2014	Payment	1101944449	Sacramento Area Council of Governments		1,000.00	46,372.36
12/08/2014	Payment	45200010	Michael Bush		1,564.00	47,936.36
12/08/2014	Payment	72720	MTC		2,201.92	50,138.28
12/08/2014	Payment	72719	MTC		9,908.64	60,046.92
12/09/2014	Check	SVCCHRG		Service Charge	-208.61	59,838.31
12/09/2014	Payment	2000598274	Marin County		13,150.72	72,989.03
12/10/2014	Journal Entry	479		11/30/14 UTC 401A payment PPE	-23,113.23	49,875.80
12/10/2014	Bill Payment (Check)	5067	Keenan & Associates		-9,500.00	40,375.80
12/10/2014	Journal Entry	479		11/30/14 UTC 457 payment PPE	-9,447.12	30,928.68
12/10/2014	Check	ZBA Transfer	LGS		-6,327.82	24,600.86
12/10/2014	Bill Payment (Check)	5065	Superior Vision Srvs Inc, NGLIC		-654.78	23,946.08
12/10/2014	Bill Payment (Check)	5068	Terry Roemer		-513.00	23,433.08
12/10/2014	Bill Payment (Check)	5066	Employment Research Services		-322.00	23,111.08
12/11/2014	Transfer				-160,000.00	-136,888.92
12/11/2014	Deposit		TAM		140,000.00	3,111.08
12/12/2014	Deposit		SBWMA		666.57	3,777.65
12/12/2014	Payment	1455791	CFASC		2,883.75	6,661.40
12/12/2014	Payment	19515	City of Avalon		4,067.50	10,728.90
12/12/2014	Payment	222955	Rohnert Park		8,702.00	19,430.90
12/12/2014	Deposit		SBWMA		14,500.00	33,930.90
12/12/2014	Deposit		MTC		150,000.00	183,930.90
12/15/2014	Transfer				-162,000.00	21,930.90
12/15/2014	Check	102	Franchise Tax Board	Howard PPE 2014-12-15	-60.68	21,870.22
12/15/2014	Payment	69523	Monterey Regional Waste Management District		240.00	22,110.22
12/15/2014	Payment	1055	Bell Canyon		1,565.00	23,675.22
12/15/2014	Payment	122319	Oroville		2,258.26	25,933.48
12/15/2014	Payment	66118	Cotati		2,550.00	28,483.48
12/15/2014	Deposit		MTC		3,750.19	32,233.67
12/15/2014	Payment	323332	Walnut Creek		4,588.50	36,822.17
12/15/2014	Deposit		MTC		55,354.76	92,176.93
12/15/2014	Deposit		MTC		74,192.31	166,369.24
12/15/2014	Deposit		MTC		106,810.12	273,179.36
12/15/2014	Deposit		MTC		108,654.72	381,834.08
12/16/2014	Transfer				-380,000.00	1,834.08
12/16/2014	Check	ZBA Transfer	LGS		-5,851.11	-4,017.03
12/17/2014	Transfer			In branch transfer to cover overdraft (Joella Tabaoda @ Rabobank)	-12,146.99	-16,164.02
12/17/2014	Payment	2000599648	Marin County		9,564.16	-6,599.86
12/17/2014	Transfer				10,000.00	3,400.14
12/18/2014	Journal Entry	491		Nov FSA admin fee	-96.10	3,304.04
12/19/2014	Journal Entry	489		12/15/14 net pay	-199,691.77	-196,387.73
12/19/2014	Check	ZBA Transfer	LGS		-90,574.68	-286,962.41
12/19/2014	Transfer				290,000.00	3,037.59
12/22/2014	Journal Entry	490		12/15/14 payroll taxes and fees	-84,343.79	-81,306.20
12/22/2014	Check	ZBA Transfer	LGS		-34,987.86	-116,294.06
12/22/2014	Deposit		Richard Averett		16.00	-116,278.06
12/22/2014	Payment	179958	Santa Cruz		54.88	-116,223.18
12/22/2014	Payment	68702	Windsor		428.75	-115,794.43
12/22/2014	Payment	45933	Hughson		512.49	-115,281.94
12/22/2014	Deposit		MTC		745.80	-114,536.14

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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
12/22/2014	Payment	25734	Town of Ross		937.00	-113,599.14
12/22/2014	Payment	37598	Town of Danville		1,125.00	-112,474.14
12/22/2014	Payment	7003001452	MERA		2,403.38	-110,070.76
12/22/2014	Deposit		MTC		3,298.95	-106,771.81
12/22/2014	Payment	60912	City of Dixon		5,494.93	-101,276.88
12/22/2014	Payment	57706	Novato Sanitary District		5,692.50	-95,584.38
12/22/2014	Payment	38245	Half Moon Bay		7,584.00	-88,000.38
12/22/2014	Payment	45146	Livermore AR&PD		8,413.30	-79,587.08
12/22/2014	Payment	141200	Sausalito		8,806.25	-70,780.83
12/22/2014	Payment	68169	Artesia		9,360.00	-61,420.83
12/22/2014	Payment	59764	Cambria Community Services Authority		10,800.00	-50,620.83
12/22/2014	Payment	2000600429	LGS - TAM		13,036.32	-37,584.51
12/22/2014	Payment	52698	Ross Valley Sanitation District		14,252.95	-23,331.56
12/22/2014	Deposit		Sausalito		18,332.53	-4,999.03
12/22/2014	Payment	50813	City of Rocklin		21,923.78	16,924.75
12/22/2014	Payment	72995	MTC		45,880.54	62,805.29
12/22/2014	Transfer				110,000.00	172,805.29
12/22/2014	Deposit		MTC		200,000.00	372,805.29
12/23/2014	Payment	2000600640	MGSA		160.12	372,965.41
12/24/2014	Transfer				-275,000.00	97,965.41
12/24/2014	Journal Entry	494		12/15/14 UTC 401A payment PPE	-25,487.43	72,477.98
12/24/2014	Journal Entry	494		12/15/14 UTC 457 payment PPE	-11,287.57	61,190.41
12/24/2014	Check	ZBA Transfer	LGS		-6,380.22	54,810.19
12/24/2014	Payment	27567	Dublin		5,581.00	60,391.19
12/26/2014	Journal Entry	493		HRA 2014 Q4 contributions	-36,250.00	24,141.19
12/26/2014	Bill Payment (Check)	5069	US Bank		-12,587.67	11,553.52
12/26/2014	Journal Entry	495		First 2015 FSA deduction	-1,249.99	10,303.53
12/26/2014	Bill Payment (Check)	5070	Meyers Nave		-1,157.17	9,146.36
12/26/2014	Bill Payment (Check)	5071	Superior Vision Srvs Inc, NGLIC		-757.41	8,388.95
12/26/2014	Bill Payment (Check)	5072	Managed Health Network		-271.50	8,117.45
12/26/2014	Deposit		Susanna Zuniga-McGuire		406.00	8,523.45
12/26/2014	Payment	73099	MTC		466.42	8,989.87
12/26/2014	Payment	41023	Colma		1,500.00	10,489.87
12/26/2014	Payment	41596	City of Winters		1,820.00	12,309.87
12/26/2014	Payment	4567	CFASC		2,010.00	14,319.87
12/26/2014	Payment	65168	Larkspur		4,179.00	18,498.87
12/26/2014	Payment	19586	City of Avalon		8,383.36	26,882.23
12/26/2014	Payment	90321	St Helena		8,820.00	35,702.23
12/26/2014	Deposit		City of Avalon		12,337.00	48,039.23
12/26/2014	Payment	8574640	C - IV		50,305.00	98,344.23
12/29/2014	Payment	8576008	C - IV		125.00	98,469.23
12/29/2014	Payment	49276	Portola Valley		5,856.78	104,326.01
12/29/2014	Payment	488614	Vacaville		6,390.00	110,716.01
12/29/2014	Payment	122413	Oroville		11,803.90	122,519.91
12/29/2014	Deposit		MERA		12,860.00	135,379.91
12/29/2014	Payment	43584	Yountville		19,634.28	155,014.19
12/30/2014	Transfer				150,000.00	305,014.19
12/31/2014	Transfer				-300,000.00	5,014.19
01/05/2015	Payment	2305029	County of San Mateo		2,400.00	7,414.19
01/05/2015	Payment	2304134	County of San Mateo		7,875.00	15,289.19
01/05/2015	Payment	322688	City of Pleasanton		21,656.25	36,945.44
01/05/2015	Deposit		TAM		163,247.51	200,192.95
01/06/2015	Check	ZBA Transfer	LGS		-19,299.73	180,893.22
01/06/2015	Payment	2000602544	Marin County		1,929.12	182,822.34
01/06/2015	Deposit		MGSA		14,630.23	197,452.57
01/07/2015	Journal Entry	509		12/31/14 net pay	-154,213.64	43,238.93



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Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
01/07/2015	Check	ZBA Transfer	LGS		-92,683.15	-49,444.22
01/07/2015	Transfer				150,000.00	100,555.78
01/08/2015	Journal Entry	510		12/31/14 payroll taxes and fees	-59,875.46	40,680.32
01/08/2015	Check	ZBA Transfer	LGS		-38,344.67	2,335.65
01/08/2015	Bill Payment (Check)	5075	Kaiser Foundation Health Plan		-33,356.42	-31,020.77
01/08/2015	Bill Payment (Check)	5073	James Marta & Company		-2,000.00	-33,020.77
01/08/2015	Bill Payment (Check)	5074	Employment Research Services		-1,692.00	-34,712.77
01/08/2015	Check	103	Franchise Tax Board	Howard PPE 2014-12-31	-216.70	-34,929.47
01/09/2015	Deposit		Graciela Navarro		225.00	-34,704.47
01/09/2015	Payment	1101957446	Sacramento Area Council of Governments		3,177.50	-31,526.97
01/09/2015	Payment	223332	Rohnert Park		7,480.00	-24,046.97
01/09/2015	Deposit		SBWMA		14,500.00	-9,546.97
01/09/2015	Payment	73205	MTC		42,420.30	32,873.33
01/09/2015	Payment	28713	Pacifica		44,000.91	76,874.24
01/12/2015	Journal Entry	511		12/31/14 UTC 401A payment PPE	-21,584.76	55,289.48
01/12/2015	Journal Entry	511		12/31/14 UTC 457 payment PPE	-8,885.04	46,404.44
01/12/2015	Check	ZBA Transfer	LGS		-6,632.85	39,771.59
01/12/2015	Payment	1127	Central Marin Police Auth		1,224.25	40,995.84
01/12/2015	Payment	90188727	Michael Bush		1,565.80	42,561.64
01/12/2015	Payment	237636	South San Francisco		1,630.71	44,192.35
01/12/2015	Deposit		Keenan & Associates		3,414.44	47,606.79
01/12/2015	Payment	45281	Livermore AR&PD		7,599.78	55,206.57
01/12/2015	Payment	323983	Walnut Creek		8,594.00	63,800.57
01/12/2015	Payment	307790	San Rafael		19,566.25	83,366.82
01/12/2015	Payment	66194	Cotati		19,577.75	102,944.57
01/12/2015	Deposit		MTC		200,000.00	302,944.57
01/13/2015	Transfer				-125,000.00	177,944.57
01/13/2015	Transfer				-100,000.00	77,944.57
01/13/2015	Journal Entry	515		Cigna Premium Payment for Dec 2014	-2,788.65	75,155.92
01/13/2015	Check	ZBA Transfer	LGS		-723.12	74,432.80
01/13/2015	Check	SVCCHRG		Service Charge	-230.10	74,202.70
01/14/2015	Transfer				-62,000.00	12,202.70
01/14/2015	Payment	2000604214	Marin County		12,552.96	24,755.66
01/15/2015	Bill Payment (Check)	5076	UnitedHealthcare of California		-26,862.63	-2,106.97
01/15/2015	Check	ZBA Transfer	LGS		-20,304.03	-22,411.00
01/16/2015	Payment	25826	Town of Ross		327.00	-22,084.00
01/16/2015	Payment	143952	Atascadero		1,650.00	-20,434.00
01/16/2015	Transfer				25,000.00	4,566.00
01/20/2015	Deposit		Union City		675.00	5,241.00
01/20/2015	Payment	15177	San Mateo County Mosquito and Vector Control Dist.		788.50	6,029.50
01/20/2015	Payment	180606	Santa Cruz		1,210.00	7,239.50
01/20/2015	Deposit		Town of Danville		1,350.00	8,589.50
01/20/2015	Payment	41140	Colma		3,250.00	11,839.50
01/20/2015	Payment	32462	VCTC2		3,528.00	15,367.50
01/20/2015	Deposit		MERA		3,600.80	18,968.30
01/20/2015	Payment	61049	City of Dixon		6,211.66	25,179.96
01/20/2015	Payment	738327	Vallejo		6,941.45	32,121.41
01/20/2015	Deposit		MERA		9,259.20	41,380.61
01/20/2015	Payment	141381	Sausalito		20,238.57	61,619.18
01/20/2015	Payment	28909	Pacifica		34,380.03	95,999.21
01/22/2015	Journal Entry	525		Dec 2014 FSA Admin fee	-95.00	95,904.21
01/22/2015	Check		Rabobank N. A.	Overdraft	-33.00	95,871.21
01/23/2015	Journal Entry	523		1/15/15 net pay	-174,070.34	-78,199.13
01/23/2015	Journal Entry	524		1/15/15 payroll taxes and fees	-64,757.87	-142,957.00
01/23/2015	Check	ZBA Transfer	LGS		-31,967.56	-174,924.56
01/23/2015	Bill Payment (Check)	5078	US Bank		-6,935.44	-181,860.00

**Regional Government Services**  
**Transaction Detail by Account**  
**July 2014 - January 2015**

Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
01/23/2015	Bill Payment (Check)	5077	James Marta & Company		-4,000.00	-185,860.00
01/23/2015	Bill Payment (Check)	5082	David Book		-3,250.00	-189,110.00
01/23/2015	Bill Payment (Check)	5079	Meyers Nave		-1,111.32	-190,221.32
01/23/2015	Bill Payment (Check)	5080	Employment Research Services		-669.00	-190,890.32
01/23/2015	Check	104	Franchise Tax Board	Dias - PPE 2015-01-15	-350.34	-191,240.66
01/23/2015	Bill Payment (Check)	5081	Managed Health Network		-271.50	-191,512.16
01/23/2015	Payment	2000605919	MGSA		504.80	-191,007.36
01/23/2015	Deposit		MGSA		2,678.00	-188,329.36
01/23/2015	Deposit		SBWMA		4,606.95	-183,722.41
01/23/2015	Transfer				270,000.00	86,277.59
01/26/2015	Journal Entry	526		1/15/15 UTC 401A payment PPE	-25,135.86	61,141.73
01/26/2015	Journal Entry	526		1/15/15 UTC 457 payment PPE	-10,193.87	50,947.86
01/26/2015	Deposit		Graciela Navarro		303.00	51,250.86
01/26/2015	Payment	1101963804	Sacramento Area Council of Governments		682.00	51,932.86
01/26/2015	Deposit		Colma		750.00	52,682.86
01/26/2015	Deposit		San Leandro		750.00	53,432.86
01/26/2015	Payment	323168	City of Pleasanton		3,000.00	56,432.86
01/26/2015	Deposit		MTC		4,605.41	61,038.27
01/26/2015	Payment	223569	Rohnert Park		5,772.00	66,810.27
01/26/2015	Payment	68355	Artesia		9,300.00	76,110.27
01/26/2015	Payment	2000606099	LGS - TAM		14,886.88	90,997.15
01/26/2015	Payment	43709	Yountville		22,392.96	113,390.11
01/26/2015	Deposit		MTC		29,162.15	142,552.26
01/26/2015	Deposit		TAM		60,403.79	202,956.05
01/27/2015	Transfer				-165,000.00	37,956.05
01/27/2015	Check	ZBA Transfer	LGS		-6,234.37	31,721.68
01/28/2015	Check	ZBA Transfer	LGS		-520.50	31,201.18
01/28/2015	Deposit		Susanna Zuniga-McGuire		203.00	31,404.18
01/28/2015	Payment	1464129	CFASC		1,241.25	32,645.43
01/28/2015	Payment	68949	Windsor		1,498.75	34,144.18
01/28/2015	Deposit		Brentwood		2,700.00	36,844.18
01/28/2015	Payment	489176	Vacaville		5,490.00	42,334.18
01/28/2015	Payment	132534	City of Oakdale		7,022.50	49,356.68
01/28/2015	Payment	19723	City of Avalon		7,427.08	56,783.76
01/28/2015	Payment	122579	Oroville		8,344.00	65,127.76
01/28/2015	Deposit		Sausalito		18,332.53	83,460.29
01/28/2015	Deposit		City of Avalon		18,674.50	102,134.79
01/28/2015	Payment	2310602	County of San Mateo		20,525.00	122,659.79
01/28/2015	Payment	66280	Cotati		22,295.55	144,955.34
01/28/2015	Payment	308072	San Rafael		25,005.00	169,960.34
01/29/2015	Transfer				-155,000.00	14,960.34
01/29/2015	Check	ZBA Transfer	LGS		-20,196.87	-5,236.53
01/29/2015	Transfer				20,000.00	14,763.47
01/30/2015	Payment	27928	Dublin		992.00	15,755.47
01/30/2015	Deposit		Dublin		1,350.00	17,105.47
01/30/2015	Payment	57818	Novato Sanitary District		3,507.50	20,612.97
01/30/2015	Payment	123506	Healdsburg		6,452.50	27,065.47
01/30/2015	Payment	53023	Ross Valley Sanitation District		16,021.80	43,087.27
01/30/2015	Payment	8594339	C - IV		50,305.00	93,392.27
01/31/2015	Journal Entry	537		FSA Funding 1/15/15 Payroll	-1,587.08	91,805.19
<b>Total for 110060 Rabobank Checking Account</b>					<b>91,805.19</b>	



**TO:** EXECUTIVE COMMITTEE  
**FROM:** Richard Averett, CFO  
**SUBJECT:** INVESTMENT REPORT

**EC Meeting: 04-16-2015**  
**Item: 4C**

**RECOMMENDATION**

Review and accept JPA investments made through January 2015.

**BACKGROUND**

The Board of Directors or their designee annually reviews the investment policy at the final fiscal year meeting, with the latest approved policy being May 15, 2014. Over the past few years, Directors authorized investments in Federal Treasuries and Agency Notes, as well as allowing cash-flow loans to other public agencies. Loans and advances to other public agencies have been made on three occasions to two agencies. Both agencies have used delayed payment of fees for services and have completely repaid the 'loans' with interest. Currently the JPAs have no alternative investments. Federal notes can be for up to five-year maturities in accordance with California Code. The Board approved investment policy also enables the agency to invest in bank sweep accounts, the Local Agency Investment Fund (LAIF), timed deposits such as Certificates of Deposit (CDs), and the California Investment Trust pool (CalTrust). RGS, LGS and MSA investment activity has been consolidated into one RGS LAIF account and into RGS CalTrust accounts. Investment activity for the current period is summarized in the attached material.

**FISCAL IMPACT**

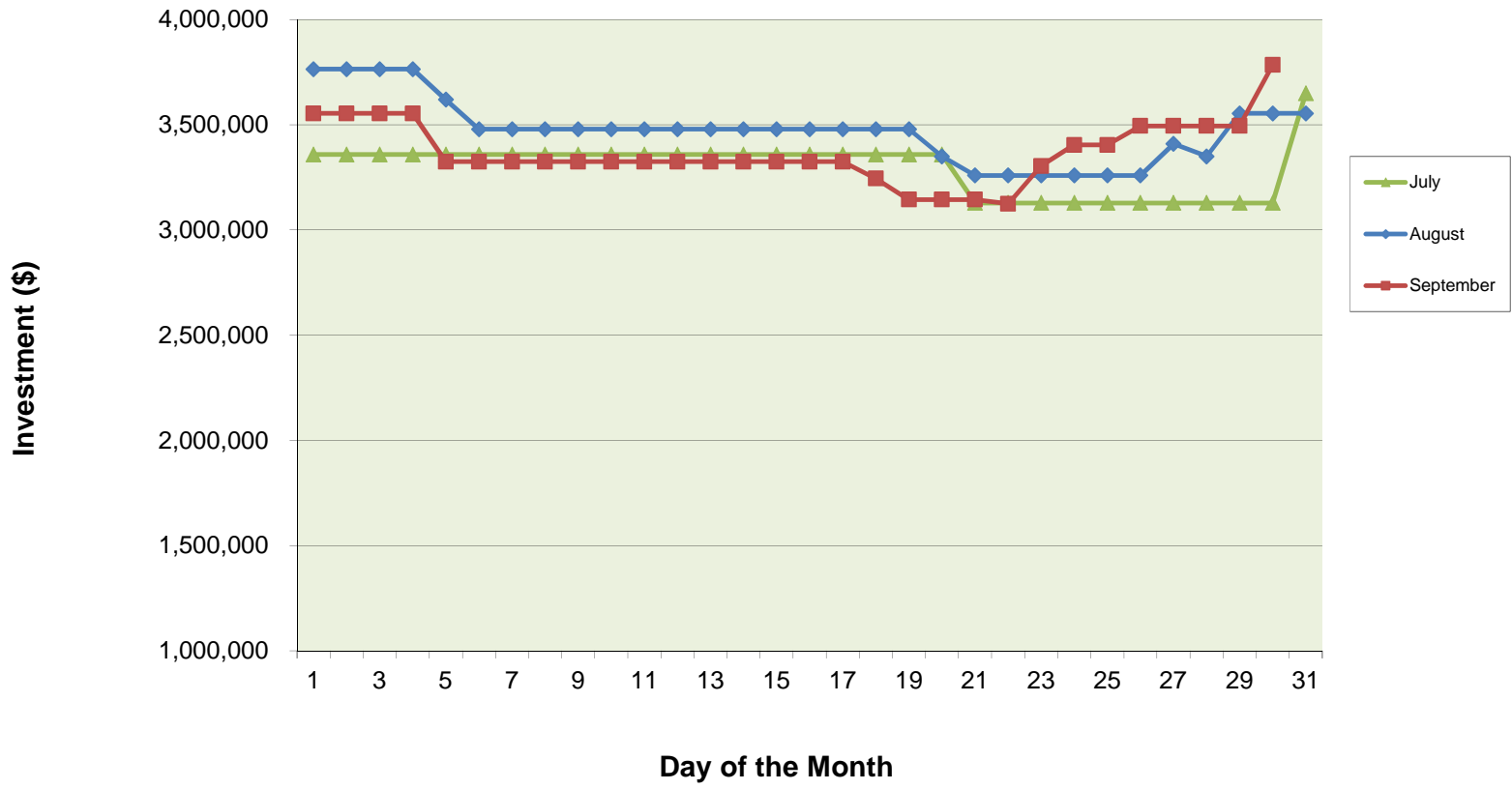
Market fluctuations result in unrealized net gains and net losses in the CALTRUST portfolio returns. Month-to-month market adjustments continue to be reflected in our investment earnings, in keeping with the practice begun in fiscal year 2013. These swings in paper value are augmented by interest earnings. Earnings fiscal-year-to-date continue to exceed budgeted investment earnings.

CalTrust Medium term investments are currently yielding approximately 50 basis points more than LAIF, and CalTrust short term investments are currently yielding 15 basis points more than LAIF, which is yielding 28 basis points.

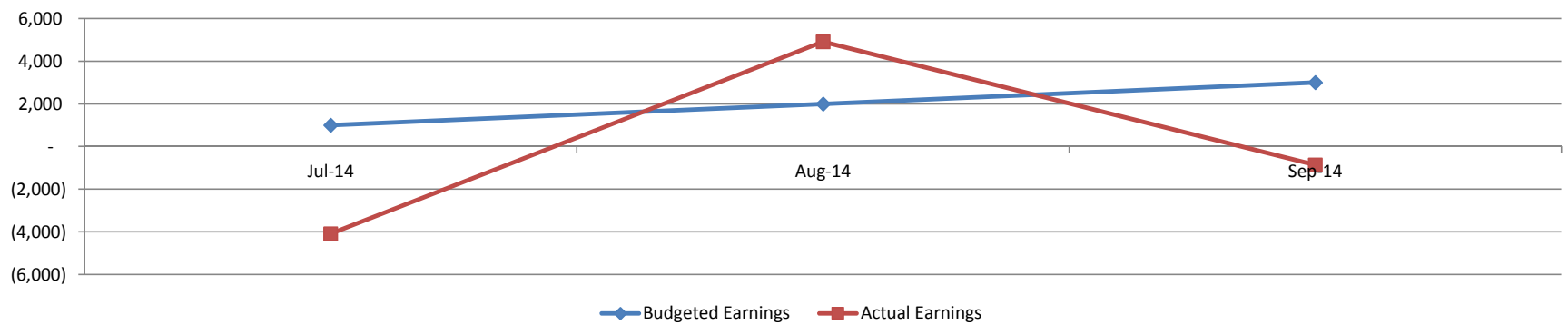
**INVESTMENT REPORT  
FY2015**

Date	July				August				Sept			
	<u>Rabobank</u>	<u>CalTrust</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank</u>	<u>CalTrust</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank</u>	<u>CalTrust</u>	<u>LAIF</u>	<u>Combined</u>
	<u>Money Mkt</u>	<u>Short &amp; Medium</u>			<u>Money Mkt</u>	<u>Short &amp; Medium</u>			<u>Money Mkt</u>	<u>Short &amp; Medium</u>		
1		3,322,668	36,122	3,358,790	525,000	3,203,422	36,141	3,764,563	315,046	3,203,422	36,141	3,554,610
2		3,322,668	36,122	3,358,790	525,000	3,203,422	36,141	3,764,563	315,046	3,203,422	36,141	3,554,610
3		3,322,668	36,122	3,358,790	525,000	3,203,422	36,141	3,764,563	315,046	3,203,422	36,141	3,554,610
4		3,322,668	36,122	3,358,790	525,000	3,203,422	36,141	3,764,563	315,046	3,203,422	36,141	3,554,610
5		3,322,668	36,122	3,358,790	380,000	3,203,422	36,141	3,619,563	85,046	3,203,422	36,141	3,324,610
6		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
7		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
8		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
9		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
10		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
11		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
12		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
13		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
14		3,322,668	36,122	3,358,790	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
15		3,322,668	36,141	3,358,810	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
16		3,322,668	36,141	3,358,810	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
17		3,322,668	36,141	3,358,810	240,000	3,203,422	36,141	3,479,563	85,046	3,203,422	36,141	3,324,610
18		3,322,668	36,141	3,358,810	240,000	3,203,422	36,141	3,479,563	5,046	3,203,422	36,141	3,244,610
19		3,322,668	36,141	3,358,810	240,000	3,203,422	36,141	3,479,563	5,046	3,103,422	36,141	3,144,610
20		3,322,668	36,141	3,358,810	110,000	3,203,422	36,141	3,349,563	5,046	3,103,422	36,141	3,144,610
21		3,092,668	36,141	3,128,810	20,000	3,203,422	36,141	3,259,563	5,046	3,103,422	36,141	3,144,610
22		3,092,668	36,141	3,128,810	20,000	3,203,422	36,141	3,259,563	5,046	3,103,422	16,141	3,124,610
23		3,092,668	36,141	3,128,810	20,000	3,203,422	36,141	3,259,563	185,046	3,103,422	16,141	3,304,610
24		3,092,668	36,141	3,128,810	20,000	3,203,422	36,141	3,259,563	285,046	3,103,422	16,141	3,404,610
25		3,092,668	36,141	3,128,810	20,000	3,203,422	36,141	3,259,563	285,046	3,103,422	16,141	3,404,610
26		3,092,668	36,141	3,128,810	20,000	3,203,422	36,141	3,259,563	375,046	3,103,422	16,141	3,494,610
27		3,092,668	36,141	3,128,810	170,000	3,203,422	36,141	3,409,563	375,046	3,103,422	16,141	3,494,610
28		3,092,668	36,141	3,128,810	110,000	3,203,422	36,141	3,349,563	375,046	3,103,422	16,141	3,494,610
29		3,092,668	36,141	3,128,810	315,000	3,203,422	36,141	3,554,563	375,046	3,103,422	16,141	3,494,610
30		3,092,668	36,141	3,128,810	315,000	3,203,422	36,141	3,554,563	665,046	3,103,422	16,141	3,784,610
31	525,000	3,088,422	36,141	3,649,563	315,000	3,203,422	36,141	3,554,563				-

## COMBINED INVESTMENTS



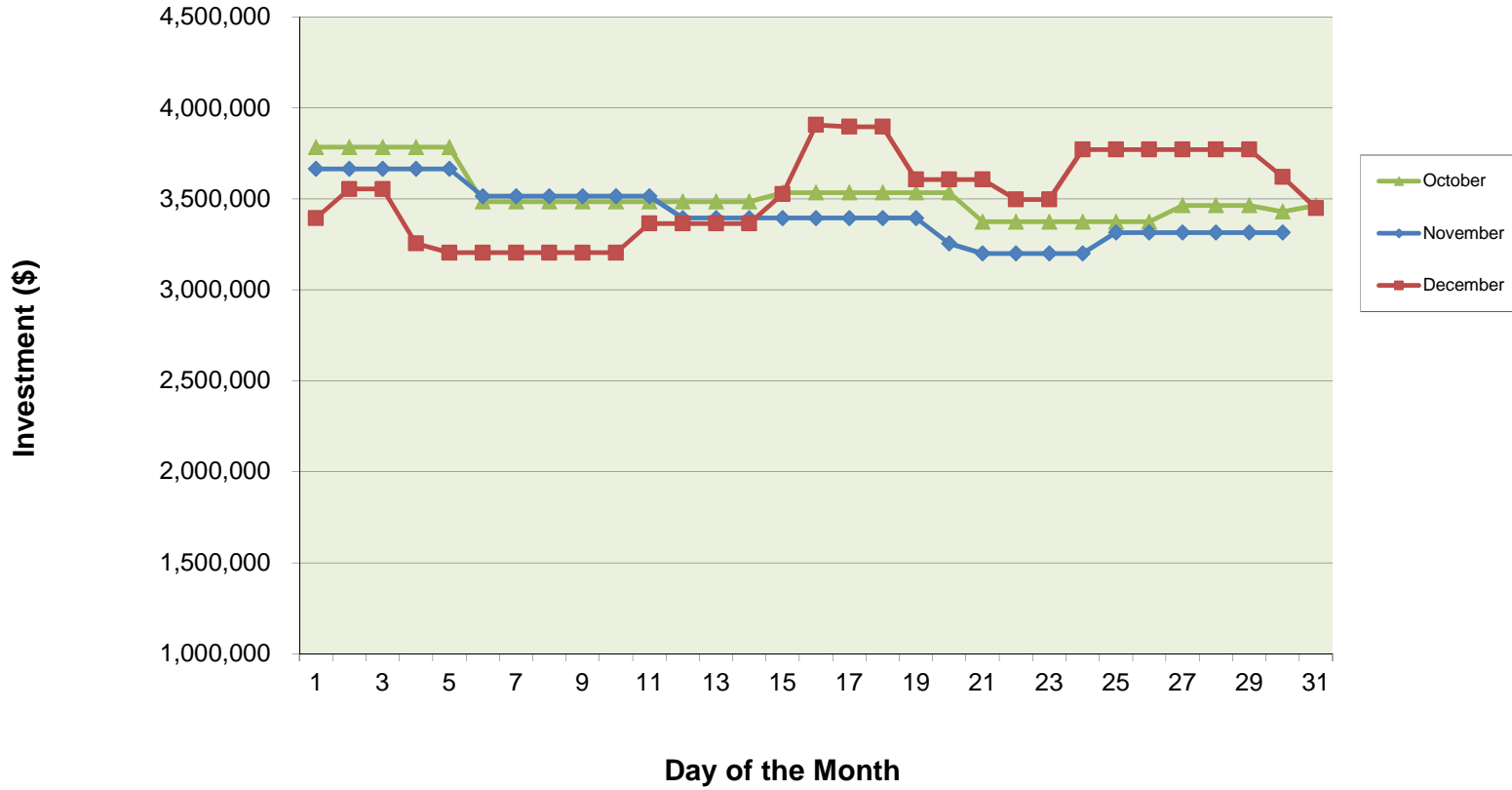
## Investment Earnings



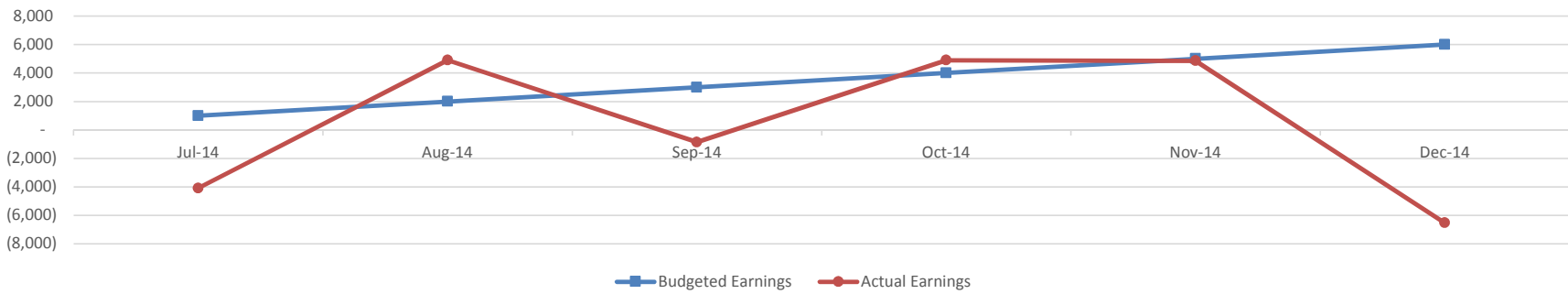
**INVESTMENT REPORT  
FY2015**

Date	October				November				December			
	<u>Rabobank</u>	<u>CalTrust</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank</u>	<u>CalTrust</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank</u>	<u>CalTrust</u>	<u>LAIF</u>	<u>Combined</u>
	<u>Money Mkt</u>	<u>Short &amp; Medium</u>			<u>Money Mkt</u>	<u>Short &amp; Medium</u>			<u>Money Mkt</u>	<u>Short &amp; Medium</u>		
1	665,091	3,103,422	16,141	3,784,654	310,178	3,338,422	16,141	3,664,742	195,202	3,198,422	1,141	3,394,765
2	665,091	3,103,422	16,141	3,784,654	310,178	3,338,422	16,141	3,664,742	355,202	3,198,422	1,141	3,554,765
3	665,091	3,103,422	16,141	3,784,654	310,178	3,338,422	16,141	3,664,742	355,202	3,198,422	1,141	3,554,765
4	665,091	3,103,422	16,141	3,784,654	310,178	3,338,422	16,141	3,664,742	55,202	3,198,422	1,141	3,254,765
5	665,091	3,103,422	16,141	3,784,654	310,178	3,338,422	16,141	3,664,742	55,202	3,148,422	1,141	3,204,765
6	365,091	3,103,422	16,141	3,484,654	160,178	3,338,422	16,141	3,514,742	55,202	3,148,422	1,141	3,204,765
7	365,091	3,103,422	16,141	3,484,654	160,178	3,338,422	16,141	3,514,742	55,202	3,148,422	1,141	3,204,765
8	365,091	3,103,422	16,141	3,484,654	160,178	3,338,422	16,141	3,514,742	55,202	3,148,422	1,141	3,204,765
9	365,091	3,103,422	16,141	3,484,654	160,178	3,338,422	16,141	3,514,742	55,202	3,148,422	1,141	3,204,765
10	365,091	3,103,422	16,141	3,484,654	160,178	3,338,422	16,141	3,514,742	55,202	3,148,422	1,141	3,204,765
11	365,091	3,103,422	16,141	3,484,654	160,178	3,338,422	16,141	3,514,742	215,202	3,148,422	1,141	3,364,765
12	365,091	3,103,422	16,141	3,484,654	40,178	3,338,422	16,141	3,394,742	215,202	3,148,422	1,141	3,364,765
13	365,091	3,103,422	16,141	3,484,654	40,178	3,338,422	16,141	3,394,742	215,202	3,148,422	1,141	3,364,765
14	365,091	3,103,422	16,141	3,484,654	40,178	3,338,422	16,141	3,394,742	215,202	3,148,422	1,141	3,364,765
15	415,091	3,103,422	16,141	3,534,654	40,178	3,338,422	16,141	3,394,742	377,202	3,148,422	1,141	3,526,765
16	415,091	3,103,422	16,141	3,534,654	40,178	3,338,422	16,141	3,394,742	757,202	3,148,422	1,141	3,906,765
17	415,091	3,103,422	16,141	3,534,654	40,178	3,338,422	16,141	3,394,742	747,202	3,148,422	1,141	3,896,765
18	415,091	3,103,422	16,141	3,534,654	40,178	3,338,422	16,141	3,394,742	747,202	3,148,422	1,141	3,896,765
19	415,091	3,103,422	16,141	3,534,654	40,178	3,338,422	16,141	3,394,742	457,202	3,148,422	1,141	3,606,765
20	415,091	3,103,422	16,141	3,534,654	40,178	3,198,422	16,141	3,254,742	457,202	3,148,422	1,141	3,606,765
21	255,091	3,103,422	16,141	3,374,654	178	3,198,422	1,141	3,199,742	457,202	3,148,422	1,141	3,606,765
22	255,091	3,103,422	16,141	3,374,654	178	3,198,422	1,141	3,199,742	347,202	3,148,422	1,141	3,496,765
23	255,091	3,103,422	16,141	3,374,654	178	3,198,422	1,141	3,199,742	347,202	3,148,422	1,141	3,496,765
24	255,091	3,103,422	16,141	3,374,654	178	3,198,422	1,141	3,199,742	622,202	3,148,422	1,141	3,771,765
25	255,091	3,103,422	16,141	3,374,654	115,178	3,198,422	1,141	3,314,742	622,202	3,148,422	1,141	3,771,765
26	255,091	3,103,422	16,141	3,374,654	115,178	3,198,422	1,141	3,314,742	622,202	3,148,422	1,141	3,771,765
27	345,091	3,103,422	16,141	3,464,654	115,178	3,198,422	1,141	3,314,742	622,202	3,148,422	1,141	3,771,765
28	345,091	3,103,422	16,141	3,464,654	115,178	3,198,422	1,141	3,314,742	622,202	3,148,422	1,141	3,771,765
29	345,091	3,103,422	16,141	3,464,654	115,178	3,198,422	1,141	3,314,742	622,202	3,148,422	1,141	3,771,765
30	310,091	3,103,422	16,141	3,429,654	115,178	3,198,422	1,141	3,314,742	472,202	3,148,422	1,141	3,621,765
31	310,091	3,138,422	16,141	3,464,654	-	-	-	-	472,202	3,448,422	1,141	3,449,563

# COMBINED INVESTMENTS



## Investment Earnings

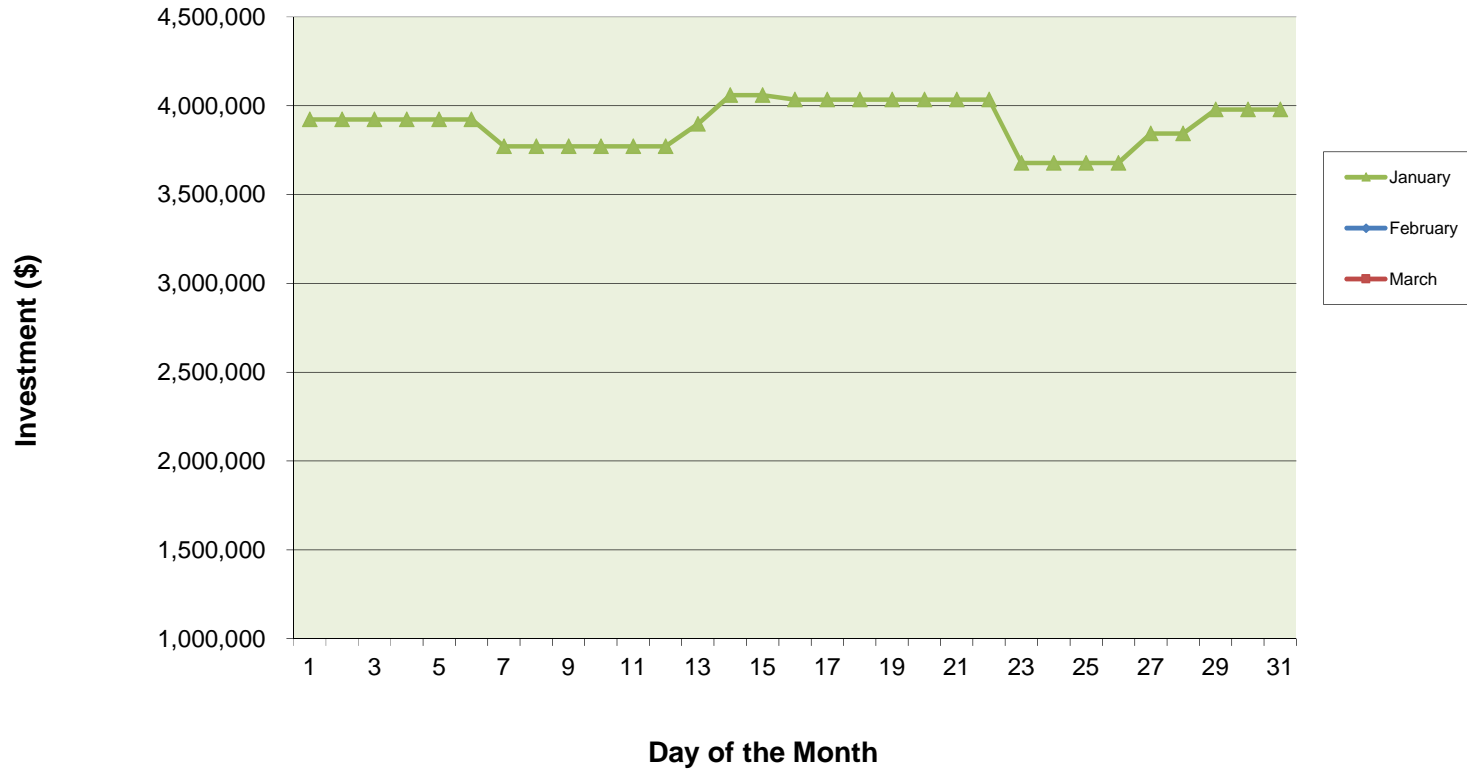


**INVESTMENT REPORT  
FY2015**

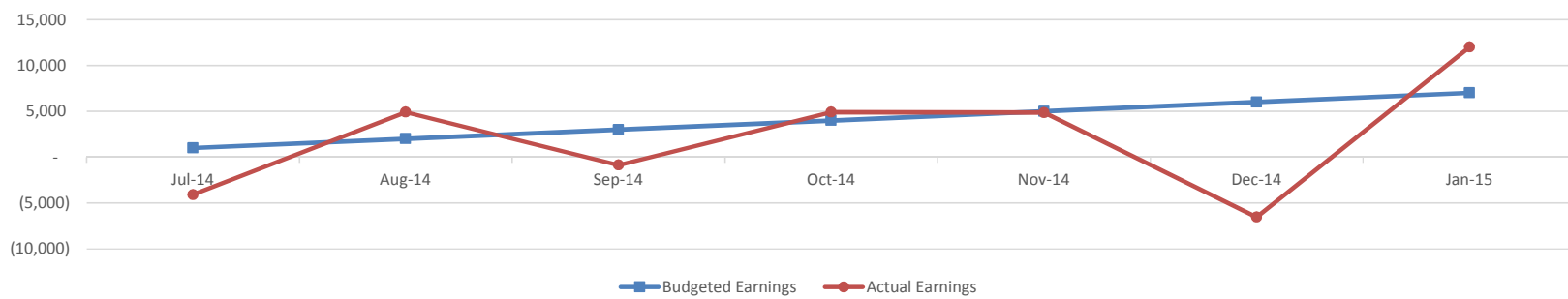
<u>Date</u>	<u>January</u>				<u>February</u>				<u>March</u>			
	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>	<u>Rabobank Money Mkt</u>	<u>CalTrust Short &amp; Medium</u>	<u>LAIF</u>	<u>Combined</u>
1	472,286	3,448,422	1,141	3,921,850				-				-
2	472,286	3,448,422	1,141	3,921,850				-				-
3	472,286	3,448,422	1,141	3,921,850				-				-
4	472,286	3,448,422	1,141	3,921,850				-				-
5	472,286	3,448,422	1,141	3,921,850				-				-
6	472,286	3,448,422	1,141	3,921,850				-				-
7	322,286	3,448,422	1,141	3,771,850				-				-
8	322,286	3,448,422	1,141	3,771,850				-				-
9	322,286	3,448,422	1,141	3,771,850				-				-
10	322,286	3,448,422	1,141	3,771,850				-				-
11	322,286	3,448,422	1,141	3,771,850				-				-
12	322,286	3,448,422	1,141	3,771,850				-				-
13	447,286	3,448,422	1,141	3,896,850				-				-
14	509,286	3,548,422	1,141	4,058,850				-				-
15	509,286	3,548,422	1,141	4,058,850				-				-
16	484,286	3,548,422	1,141	4,033,850				-				-
17	484,286	3,548,422	1,141	4,033,850				-				-
18	484,286	3,548,422	1,141	4,033,850				-				-
19	484,286	3,548,422	1,141	4,033,850				-				-
20	484,286	3,548,422	1,141	4,033,850				-				-
21	484,286	3,548,422	1,141	4,033,850				-				-
22	484,286	3,548,422	1,141	4,033,850				-				-
23	128,372	3,548,422	1,141	3,677,935				-				-
24	128,372	3,548,422	1,141	3,677,935				-				-
25	128,372	3,548,422	1,141	3,677,935				-				-
26	128,372	3,548,422	1,141	3,677,935				-				-
27	293,372	3,548,422	1,141	3,842,935				-				-
28	293,372	3,548,422	1,141	3,842,935				-				-
29	428,372	3,548,422	1,141	3,977,935				-				-
30	428,372	3,548,422	1,141	3,977,935				-				-
31	428,372	3,548,422	1,141	3,977,935				-				-



## COMBINED INVESTMENTS



## Investment Earnings





**TO:** EXECUTIVE COMMITTEE **EC Meeting: 04-16-2015**  
**FROM:** TIFFANY BURAGLIO, Executive Assistant **Item: 4D**  
**SUBJECT:** EXECUTIVE COMMITTEE AND BOARD OF DIRECTORS MEETINGS

**Meeting Schedule**

The following are regularly scheduled meetings for the upcoming years, along with special topics to be discussed. Quarterly meetings are conducted in person at a Member Agency site on the third Thursday of the month, starting at 1:00 p.m. unless noted below.

Date	EXEC COMM	BOARD	Special Topics	Location	Notes
<b>2014</b>					
October 23 (Thursday) <b>CANCELLED</b>	RGS & LGS, Finance	RGS, LGS & MSA			Meeting moved due to conflict with CALPELRA Conference
<b>2015</b>					
February 19 (Thursday) <b>CANCELLED</b>	RGS & LGS, Finance	RGS, LGS & MSA			Meeting moved due to conflict with CSMFO Conference
April 16 (Thursday)	RGS & LGS, Finance	RGS, LGS & MSA	FY2014 Audited Financial Statements; FY16 Budget & MSA rates; Admin & Financial Policies; Personnel Rules, Regulations & Policies	Larkspur	May meeting rescheduled to April 16.
May 21 (Thursday) <b>Rescheduled</b>	RGS & LGS, Finance	RGS, LGS & MSA			
June 25-26 (Thurs-Fri)	RGS & LGS		Executive Committee Study Session	Bodega Bay	
August 20 (Thursday)	RGS & LGS, Finance	RGS, LGS & MSA	Election of Officers (all), LAIF Authorization	Walnut Creek	
November 19 (Thursday)	RGS & LGS, Finance	RGS, LGS & MSA	FY2015 Audited Financial Statements	Yountville	
<b>2016</b>					
February 18 (Thursday)	RGS & LGS, Finance	RGS & LGS & MSA	Personnel Rules, Regulations & Policies	Dublin	
May 20 (Thursday)	RGS & LGS, Finance	RGS, LGS & MSA	FY17 Budget & MSA rates; Admin & Financial Policies, Conflict of Interest (even yrs)	Larkspur	

## RGS Employees

Base Department	Job Title	Status Full Time
1000-000 - RGS Admin-General Hours	CEO - Urban	1
1000-000 - RGS Admin-General Hours	Department Director - Urban	0.7
1000-000 - RGS Admin-General Hours	Administrative Support	0.35
1001-000 - RGS Finance-General Hours	Project Advisor	0.5
1001-000 - RGS Finance-General Hours	Technical Specialist - Urban	0.75
1001-000 - RGS Finance-General Hours	Advisor	0.72
1002-000 - RGS HR-Payroll Genl Hrs	Technical Assistant	0.75
1002-000 - RGS HR-Payroll Genl Hrs	Technical Specialist - Urban	0.5
1010-000 - RGS Advisors-General Hours	Project Advisor	0.1
1010-000 - RGS Advisors-General Hours	Program Advisor	0.5
1010-000 - RGS Advisors-General Hours	Program Advisor	0.5
1010-000 - RGS Advisors-General Hours	Department Director - Urban	0.1
1010-000 - RGS Advisors-General Hours	Senior Advisor	1
1010-000 - RGS Advisors-General Hours	Program Advisor	0.1
1010-000 - RGS Advisors-General Hours	Advisor	0.05
1010-000 - RGS Advisors-General Hours	Project Advisor	0.24
1010-000 - RGS Advisors-General Hours	Program Advisor	0.05
1010-000 - RGS Advisors-General Hours	Senior Advisor	0.05
1010-000 - RGS Advisors-General Hours	Senior Advisor	0.24
1010-000 - RGS Advisors-General Hours	Project Advisor	0.24
1010-000 - RGS Advisors-General Hours	Senior Advisor	0.25
1010-000 - RGS Advisors-General Hours	Senior Advisor	0.1
1010-000 - RGS Advisors-General Hours	Program Coordinator	0.05
1010-000 - RGS Advisors-General Hours	Coordinating Advisor	0.91
1010-000 - RGS Advisors-General Hours	Advisor	0.05
1010-000 - RGS Advisors-General Hours	Senior Advisor	0.15
1080-000 - Cotati-General Hours	Advisor	0.25
1080-000 - Cotati-General Hours	Administrative Specialist	0.25
1080-000 - Cotati-General Hours	Advisor	0.5
1100-000 - Dublin-General Hours	Administrative Specialist	0.8
1110-000 - Gilroy-General Hours	Technical Specialist	0.3
1120-000 - Hughson-General Hours	Department Director	0.46
1130-000 - Larkspur-General Hours	Program Advisor	0.5
1180-002 - Rocklin Insp Svcs	Technical Specialist - Urban	0.87
1190-000 - RP-General Hours	Project Coordinator	0.6
1190-000 - RP-General Hours	Program Coordinator	0.6
1200-000 - San Rafael-General Hours	Department Director - Urban	1
1220-000 - Sausalito-General Hours	Advisor	0.5
1220-000 - Sausalito-General Hours	Department Director - Urban	1
1220-000 - Sausalito-General Hours	Advisor	0.5
1220-000 - Sausalito-General Hours	Advisor	0.2
1230-000 - Vallejo-General Hours	Program Advisor	0.5
1240-000 - Walnut Creek-General Hours	Administrative Support - Urban	0.66
1240-000 - Walnut Creek-General Hours	Program Coordinator	0.6
1240-000 - Walnut Creek-General Hours	Senior - Advisor	0.2
1250-000 - Yountville-General Hours	Senior Advisor	0.48
1250-000 - Yountville-General Hours	Technical Specialist	0.48
1250-000 - Yountville-General Hours	Technical Advisor	0.4

## RGS Employees

Base Department	Job Title	Status Full Time
1260-000 - C-IV-General Hours	Project Advisor	1
1260-000 - C-IV-General Hours	Technical Specialist	1
1260-000 - C-IV-General Hours	Program Coordinator	1
1260-000 - C-IV-General Hours	Administrative Specialist	1
1260-000 - C-IV-General Hours	Technical Specialist	1
1260-000 - C-IV-General Hours	Technical Specialist	1
1260-000 - C-IV-General Hours	Technical Specialist	1
1260-000 - C-IV-General Hours	Technical Specialist	1
1260-001 - C-IV M&O	CEO - Urban	1
1280-000 - Half Moon Bay-General Hours	Senior Advisor	0.5
1310-000 - Livermore AR&PD-General Hours	Advisor	0.5
1320-000 - MERA-General Hours	Program Coordinator	0.75
1320-000 - MERA-General Hours	CEO - Urban	0.48
1320-000 - MERA-General Hours	Senior Advisor	0.5
1330-000 - MGSA-General Hours	CEO - Urban	0.5
1330-000 - MGSA-General Hours	Program Coordinator	0.37
1380-000 - TAM-General Hours	Program Advisor	1
1380-000 - TAM-General Hours	Advisor	0.1
1400-000 - Portola Valley-General Hours	Intern	0.25
1410-000 - Cent Marin Police Auth-Gen Hrs	Technical Specialist	0.2
1420-000 - VCTC-General Hours	Program Advisor	0.24
1440-001 - MTC-1256	Technical Specialist - Urban	1
1440-004 - MTC-1413	Program Coordinator	1
1440-005 - MTC-1122	Program Advisor	1
1440-006 - MTC-1153	Project Coordinator	0.5
1440-007 - MTC-6032	Program Coordinator	1
1440-008 - MTC-1212	Program Coordinator	1
1440-008 - MTC-1212	Program Coordinator	1
1440-010 - MTC-6840	Program Advisor	1
1440-011 - MTC-8909	Program Advisor	1
1470-000 - Marin County-General Hours	Program Coordinator	1
1470-000 - Marin County-General Hours	Program Advisor	0.3
1560-000 - San Mateo County-Gen Hrs	Advisor	0.5
1560-000 - San Mateo County-Gen Hrs	Senior Advisor	0.14
1590-000 - South San Francisco-Gen Hrs	Project Advisor	0.5
1620-000 - Avalon-General Hours	Advisor	0.6
1640-000 - WETA - General Hours	Advisor	0.2
1650-000 - Oakdale-General Hours	Department Director	0.46
1670-000 - Albany-General Hours	Senior Advisor	0.5
1690-000 - RVSD-General Hours	Program Advisor	0.75
1700-000 - Pacifica-General Hours	Project Advisor	0.75
1740-000 - Dixon-General Hours	Program Advisor	0.5
1790-000 - Oroville-General Hours	Deputy Department Director	0.72
1820-000 - Artesia-General Hours	Program Advisor	0.75
1820-000 - Artesia-General Hours	Advisor	0.75
1820-000 - Artesia-General Hours	Project Advisor	0.3
1890-000 - Novato Sanitary-General Hrs	Advisor	0.66
1900-000 - Vacaville-General Hours	Coordinating Advisor	0.3

## RGS Employees

Base Department	Job Title	Status Full Time
1930-000 - Healdsburg-General Hours	Program Coordinator	0.5
1970-000 - UC Hastings-General Hours	Advisor	0.75
1990-000 - Coastside Fire-General Hours	Advisor	0.5
2000-000 - Arroyo Grande-General Hours	CEO - Urban	1
2080-000 - Capitola-General Hours	Advisor	0.75
2090-000 - Napa LAFCO-General Hours	Senior Advisor	0.25
	<b>FTE</b>	<b>57.92</b>
	<b>Employee Count</b>	<b>102</b>



**TO:** EXECUTIVE COMMITTEE **EC Meeting: 04-16-2015**  
**FROM:** RICHARD H. AVERETT, Executive Director **Item: 4F**  
**SUBJECT: CLIENT SERVICES – MANAGEMENT SERVICES AGREEMENTS**

**RECOMMENDATION**

Approve authorizing the Executive Director to execute management services agreements with the agencies described in the following table:

Agency	Start Date	NTE (if any)	Service(s) Provided
City of Albany	January 2015	\$25,000	Finance Advisory Services
City of Apple Valley	January 2015	\$50,000	Project Management Services
City of Arroyo Grande	January 2015	--	Interim City Manager
City of Artesia	February 2015	\$30,000	Finance Management Services
City of Artesia	April 2015	\$50,000	Finance Management Services
City of Capitola	February 2015	\$25,000	Interim Finance Director
City of Danville (P.O.)	October 2014	\$1,250	Consulting Services
City of Gilroy	February 2015	--	Interim Facilities Superintendent Services
City of Greenfield (P.O.)	February 2015	\$5,000	Recruitment Services
City of Novato	March 2015	\$5,000	Employee training, development and team building
City of Santa Clara	November 2014	\$20,000	Administrative Services
City of Santa Cruz	September 2014	\$20,000	IT Class & Comp Study
City of Seaside	September 2014	--	Project Advisor
City of South San Francisco	February 2015	\$70,000	Project Advisor
City of Vallejo	August 2014	--	Program Advisor
City of Willits	January 2015	\$40,000	HR Advisor Services
Olivehurst PUD	March 2015	\$10,000	HR Advisor Services
Port of San Luis	December 2014	\$10,000	HR Advisor Services
Public Technology Institute	December 2014	\$5,000	IT Consultant Services

*RGS provides quality, innovative, cost-effective services exclusively to public agencies.*

Main 650.587.7300 Fax 650.587.7311 P.O. Box 1350 Carmel Valley, CA 93924

[www.rgs.ca.gov](http://www.rgs.ca.gov)

San Bernardino Associated Governments (“SanBAG”)	March 2015	\$50,000	Risk Management Services
University of California Hastings College of the Law	October 2014	--	Human Resources Management Services

All management services agreements use the standard RGS agreement unless otherwise noted, with any minor adjustments reviewed and approved by JPA counsel.

**FISCAL IMPACT**

The hourly rates charged to all Agencies for services are sufficient to pay all salary, benefit, insurance and administrative costs of the JPA.



**TO:** EXECUTIVE COMMITTEE  
**FROM:** Richard Averett, Chief Financial Officer  
**SUBJECT:** FINANCIAL REPORT ANALYSIS

**EC Meeting: 04-16-2015**

**Item: 5A**

### **RECOMMENDATION**

No action is required of the Executive Committee. These are informational, preliminary financial reports through January 2015 month-end, and are attached for review. Balances have not been updated with audited FY2014 balances. All reports are draft and unaudited. Accruals for earned but not paid leave time are posted to the financials monthly.

The Authorities receive advance payments from a few clients which precede the provision of contracted services. These are posted in the deferred revenue liability account. Upon invoicing for services rendered the deferred revenue is reversed and revenue is recognized. Both the advance and true up invoices are reflected in accounts receivable until paid to assist with tracking payments and collections. While this invoicing and collections process helps staff track and manage client revenues, accounting standards consider this to reflect a temporary overstatement of assets and liabilities. There is no impact on net position of either agency.

### **P&L NET POSITION**

Through January 2015, the net income for the JPAs was as follows:

- RGS net income is negative \$553 for the fiscal-year-to-date (FYTD). This is after allocating RGS overhead costs of \$603,975.
- LGS net income equals negative \$5,414. This is after allocating RGS overhead costs of \$451,327.
- MSA net income equals \$147,802.

Combined RGS, LGS, MSA net income for FYTD is \$141,835.

### **BALANCE SHEET TOTAL EQUITY**

Through January 2015, net equity for the JPAs was:

- RGS total equity is \$500,267 for FYTD.
- LGS net equity is \$502,324.
- MSA net equity is \$1,599,621.

Combined net equity FYTD is \$2,602,212

As part of the audit process, substantial MSA claims reserves will be set aside for Incurred But Not Reported (IBNR) claims expenses.



# Regional Government Services

## Profit and Loss

### July 2014 - January 2015

	Jul 2014	Aug 2014	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Total
<b>Income</b>								
440301 Client Billings	508,526	485,547	565,463	544,701	505,067	542,050	611,935	3,763,291
440400 LGS & MSA - Admin. Services	79,434	46,491	59,892	87,917	65,388	83,027	52,509	474,660
480000 Miscellaneous Income	5,699	11,652	17,687	20,811	19,064	11,584	9,477	95,975
<b>Total Income</b>	<b>593,660</b>	<b>543,690</b>	<b>643,043</b>	<b>653,430</b>	<b>589,519</b>	<b>636,662</b>	<b>673,922</b>	<b>4,333,926</b>
<b>Gross Profit</b>	<b>593,660</b>	<b>543,690</b>	<b>643,043</b>	<b>653,430</b>	<b>589,519</b>	<b>636,662</b>	<b>673,922</b>	<b>4,333,926</b>
<b>Expenses</b>								
511010 Salaries - Regular	459,906	404,427	469,794	467,607	441,086	492,174	495,891	3,230,885
511072 Salaries - Nonbillable	(2,153)	(6,333)	7,481	5,507	6,184	(30,883)	10,649	(9,547)
512002 Medicare Employer Expense	6,469	5,720	6,651	6,798	6,376	7,142	7,174	46,330
512003 Workers' Comp Exp clerical	6,083	6,083	6,083	6,083	6,083	6,083	6,083	42,583
512004 Employee Assistance Program	243	243	243	181	181	181	181	1,454
512005 Health Insurance Expense	16,292	18,015	18,686	19,667	18,944	21,534	24,867	138,006
512006 Dental Insurance Expense	1,739	1,802	1,859	2,271	2,213	2,208	2,597	14,689
512007 Vision Insurance Expense	222	239	248	309	301	302	364	1,985
512008 Life Insurance Expense	176	176	218	244	246	248	335	1,644
512009 Long Term Disability Expense	390	385	469	530	1,015	653	380	3,821
512011 Stars 401A Expense	47,385	42,514	49,278	49,282	46,282	46,604	51,644	332,988
512014 Short Term Disability Expense	347	335	404	459	(717)	397	354	1,578
512015 Unemployment Expense	2,248	648	1,836	2,446	2,980	9,099	9,078	28,333
512018 FSA Health & Day Care Expense	(951)	35	35	35	35	35	35	(741)
512019 Employee Expense Allowances		5,490	7,010	9,360	7,205	7,900	10,445	47,410
520104 Telephone/Internet					134	75		209
520107 APS (ADP) Payroll Fees	628	631	634	643	649	654	1,123	4,960
520108 Communications - Agency Expenses	181	176	461	2,368	6	358	348	3,898
520109 Communications - Employee Reimbursements	139						75	214
520201 Office Supplies	21	11					29	62
520202 Bank Fees & Services	387	363	300	303	202	209	263	2,026
520204 Printing & Postage	419	36	125	41	1,940	206	276	3,043
520301 Audit Services	6,500			2,000		2,000	4,000	14,500
520302 Legal Services	1,170	3,928	859	4,811	3,163	2,383	2,490	18,805
520320 Professional Services				910			3,345	4,255
520501 Professional Dues & Membership	823	475	829	660	1,342	966	1,266	6,360
520503 Conferences & Meetings	3,004	9,219	8,767	16,567	3,769	7,060	4,746	53,132
520504 Publications	1,799	5,388	4,130	1,730	2,390	210	685	16,331
520508 Licenses & Fees				95			140	235
520701 General Liability Insurance Exp	30,167	30,167	30,167	30,167	30,167	30,167	30,167	211,167
520801 Mileage Reimbursement	2,577	2,356	2,331	2,576	5,234	1,382	2,749	19,206
520803 Travel Reimbursement	5,210	3,220	7,214	6,606	11,073	4,717	3,106	41,146
520805 Supplies & Meals Reimbursement	678	951	641	1,040	2,756	1,904	360	8,329
520904 Computer Install & Maintenance	875	3,398	1,620	1,825	1,838	963	1,425	11,945
522798 Miscellaneous Expense	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>592,975</b>	<b>540,096</b>	<b>628,372</b>	<b>643,121</b>	<b>603,076</b>	<b>616,929</b>	<b>676,673</b>	<b>4,301,242</b>
<b>Net Operating Income</b>	<b>684</b>	<b>3,595</b>	<b>14,671</b>	<b>10,309</b>	<b>(13,557)</b>	<b>19,733</b>	<b>(2,751)</b>	<b>32,684</b>
<b>Other Income</b>								
520100 Investment Income	(4,090)	4,905	(859)	4,903	4,855	(6,531)	11,997	15,181
<b>Total Other Income</b>	<b>(4,090)</b>	<b>4,905</b>	<b>(859)</b>	<b>4,903</b>	<b>4,855</b>	<b>(6,531)</b>	<b>11,997</b>	<b>15,181</b>
<b>Other Expenses</b>								
529996 Attributed OPEB Expense	6,917	6,917	6,917	6,917	6,917	6,917	6,917	48,419
529997 Unallocated Admin. Svcs - RGS	(77,878)	(82,287)	(102,173)	(83,529)	(91,518)	(68,881)	(97,710)	(603,975)
529999 Allocated Unbillable Expenses	77,878	82,287	102,173	83,529	91,518	68,881	97,710	603,975
<b>Total Other Expenses</b>	<b>6,917</b>	<b>6,917</b>	<b>6,917</b>	<b>6,917</b>	<b>6,917</b>	<b>6,917</b>	<b>6,917</b>	<b>48,419</b>
<b>Net Other Income</b>	<b>(11,007)</b>	<b>(2,012)</b>	<b>(7,776)</b>	<b>(2,014)</b>	<b>(2,062)</b>	<b>(13,448)</b>	<b>5,080</b>	<b>(33,238)</b>
<b>Net Income</b>	<b>(10,322)</b>	<b>1,583</b>	<b>6,895</b>	<b>8,295</b>	<b>(15,619)</b>	<b>6,285</b>	<b>2,329</b>	<b>(553)</b>

# Regional Government Services

## Balance Sheet

As of January 31, 2015

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
110010 Wells Fargo - Cash	4,823
110030 LAIF Account	1,168
110040 CalTRUST Medium Term Fund	3,174,178
110050 CalTRUST Short Term Fund	357,881
110060 Rabobank Checking Account	92,721
110070 Rabobank Money Market	428,449
	<b>4,059,219</b>
<b>Total Bank Accounts</b>	
<b>Accounts Receivable</b>	
131130 Accounts Receivable	728,364
131320 Accounts Receivable - WTA	11,248
131345 Accounts Receivable - LGS	15,373
<b>Total Accounts Receivable</b>	<b>754,986</b>
<b>Other current assets</b>	
120005 Prepaid Expenses	48,150
120010 Prepaid Insurance	19,823
131131 Accounts Receivable - Misc	3,757
<b>Total Other current assets</b>	<b>71,731</b>
	<b>4,885,935</b>
<b>Total Current Assets</b>	
	<b>4,885,935</b>
<b>TOTAL ASSETS</b>	<b>4,885,935</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
220010 Accounts Payable	50,918
<b>Total Accounts Payable</b>	<b>50,918</b>
<b>Other Current Liabilities</b>	
214060 Due to LGS	2,439,986
214070 Due To/From MSA	770,124
214075 Workers Comp Deposits/Credits	149,442
214080 General Liability Deposit - CJPIA	210,034
220012 Accounts Payable - Misc.	240
221003 457/401A Retirement Liability	37,680
221006 FSA Liability	981
221015 Health Insurance Liability	278
221016 Long Term Disability Liability	477
221017 Short Term Disability Liability	363
221023 Dental Insurance Liability	(3,305)
221024 Vision Insurance Liability	(322)
221025 Life Insurance/AD&D Liability	101
221026 Child Support IWO	(196)
221028 Misc Benefits Liability	434
221029 Garnishments	311
230060 Accrued Salaries, Wages & Taxes	278,450
240010 Deferred Revenue	42,082
240011 Refundable Deposits	3,375
250001 Accrued Vacation	236,550
260003 Insurance Claims Payable	(19,219)
	<b>4,147,868</b>
<b>Total Other Current Liabilities</b>	
	<b>4,198,786</b>
<b>Total Current Liabilities</b>	
<b>Long-Term Liabilities</b>	
260002 Other Post Employment Benefits	186,882
<b>Total Long-Term Liabilities</b>	<b>186,882</b>
	<b>4,385,668</b>
<b>Total Liabilities</b>	
<b>Equity</b>	
370000 Fund Bal Unreserved/Unrestrictd	576,747
3900 Retained Earnings	(75,927)
Net Income	(553)
<b>Total Equity</b>	<b>500,267</b>
	<b>4,885,935</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>4,885,935</b>



**TO:** EXECUTIVE COMMITTEE  
**FROM:** RICHARD H. AVERETT, EXECUTIVE DIRECTOR  
**SUBJECT:** CLIENT REPORT

**EC Meeting: 04-16-2015**  
**Item: 7A**

**CURRENT CLIENTS**

RGS and LGS are serving approximately 65 active client agencies with 136 active employees.

In addition to the normal fluctuation of smaller contract agreements, more substantial changes have occurred with Metropolitan Transportation Commission (MTC). MTC increased their utilization of JPA staffing by about 8 employees, bringing the total number of staff to 33 – most of these MTC-assigned positions are in LGS.

**POTENTIAL CLIENTS**

RGS is in discussions with the public agencies in Bay Area, Southern California and the Sacramento Area. Additional discussions are occurring with current partner agencies, such as the City of Oroville, the City of South San Francisco, and the City of Half Moon Bay; and with new partner agencies, such as the Monterey LAFCO, the City of Beaumont, the City of Los Altos Hills, and the Graton Community Services District.